



Western Nevada College

2007-2008

# Academic Program Guide



**WNC** - *the right choice* - **[www.wnc.edu](http://www.wnc.edu)**



# How to use the **ACADEMIC PROGRAM GUIDE**

Western Nevada College is pleased to provide this booklet to help you determine your college program of study. You will find detailed information about the college's academic degrees and programs. The WNC 2007-2008 Catalog is online:

**www.wcc.edu/catalog**  
including detailed information about:

- College Calendars**
- Course Descriptions**
- Enrollment and Records**
- Faculty and Administration**
- Fees & Costs**
- Financial Assistance**
- Policies & Procedures**
- Rules & Sanctions**
- Student Activities**
- Student Services**

## **INFORMATION**

Contact WNC campuses or teaching centers:

**Carson City – 775-445-3000**  
**Douglas – 775-782-2413**  
**Fallon - 775-423-7565**  
**Fernley – 775-575-3348**  
**Hawthorne – 775-945-2405**  
**Lovelock – 775-273-4994**  
**Smith Valley – 775-465-2332**  
**Yerington – 775-463-2412**

## **Principles of Community**

As members of the WNC community, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and tolerance.

We strive toward lives of personal integrity and academic excellence—We will encourage in ourselves, and in one another, those responsible actions which lead to lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world.

We commit to treat one another with civility—Recognizing that there will be differences of opinion, we will explore the differences in a courteous and forthright manner, always acknowledging individual rights to the freedom of expression and association.

We support tolerance—We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supportive educational environment.

## **ACADEMIC PROGRAM GUIDE - VOLUME 4 • JULY 2007**

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FRONT COVER: (l-r) Alex Ristorcelli with Angelica Adrian. Top right to bottom; Susan Duffin, Josh Martino and Virginia Quiroz.

## Academic Programs

Western Nevada College offers academic degrees and academic programs to meet a variety of educational goals. Some students wish to learn occupational skills or work toward career advancement. Others seek credits which will transfer to a four-year college or university.

A number of one-year certificates are also offered in occupational areas. Students are encouraged to read the specific information about each degree or certificate before making their decisions. Counselors and faculty advisors are also available to provide information on the programs available. See web site: [www.wnc.edu/academics/](http://www.wnc.edu/academics/)

*The college now offers a bachelor's degree in the following area:*

- **Bachelor of Technology in Construction Management**

*Western offers four types of associate degrees in dozens of diverse academic areas. They include:*

- **Associate of Applied Science**
- **Associate of General Studies**
- **Associate of Arts**
- **Associate of Science**

## OCCUPATIONAL PROGRAMS AND EMPHASES

WNC offers two-year occupational programs in many areas, allowing students to gain job training and earn an Associate of Applied Science degree.

A new Bachelor of Technology degree in Construction Management helps students can climb a career ladder from learning basic construction skills all the way to becoming a manager or supervisor.

One-year occupational programs are also offered in a number of areas, allowing students to achieve a Certificate of Achievement.

Students enrolled in any of these programs will benefit from "hands-on" laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

## TRANSFER PROGRAMS AND EMPHASES

WNC attracts a large number of students who plan to earn a baccalaureate degree from another four-year college or university. They elect to begin their college education at the community college for many reasons, including lower tuition costs, small class sizes, flexible class times and a comfortable learning environment.

Students who plan to transfer can earn the Associate of Arts, Associate of Science, or Associate of General Studies degree. These programs of study can provide the first one or two years of their four-year degrees.

WNC students have transferred to many four-year schools. Students who plan to transfer should work closely with a WNC counselor and also keep in contact with the intended transfer institution.

## General Education Mission & Student Learning Outcomes

The general education program is an essential element of all degree programs and certificates of achievement offered at WNC. Faculty completed a review of the purpose of the general education program and developed a list of the 10 things that are critical to the

success of WNC graduates. These are referred to as general education student learning outcomes. All courses used to fulfill general education requirements should specify the specific general education student learning outcomes that are relevant to the course.

### General Education Mission & Outcomes

**Mission:** The mission of general education at WNC is to provide students who complete degrees and certificates of achievement with critical life skills that will benefit them in their personal and professional endeavors.

**Student Learning Outcomes:** Students who complete a degree at WNC are expected to demonstrate they:

- have college-level skills in reading, writing, and oral communication appropriate to their degree and/or emphasis.
- can use appropriate college-level mathematical skills.
- have problem solving, creative, and critical thinking skills.
- have effective and efficient learning skills, including the location and evaluation of information.
- have appropriate technological skills, including computer skills.
- know the basic principles and processes of government at the local, state, national and international levels.
- understand the methods of science and the role of science and technology in the modern world.
- understand and apply social science principles, including an appreciation of participation in civic affairs.
- have an understanding of fine arts or performing arts.
- understand the importance of cultural traditions, diversity, and ethics in the modern world.

Students completing a certificate of achievement at WNC are expected to demonstrate they:

- have the appropriate communication, computational, and human relations skills.



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**Academic Programs & Degrees**

	Bachelor of Technology Degree	Associate of Applied Science Degree	Associate of Arts Degree	Associate of Science Degree	Certificate of Achievement	Transfer Program Courses **	Certification Preparation
Accounting ( <i>Business Emphasis</i> )		X				X	
Accounting - Applied ( <i>Business Emphasis</i> )		X				X	
Accounting Technician					X	X	
American Sign Language					X	X	
Automotive Mechanics		X			X		X
Biological Sciences ( <i>Associate of Science Emphasis</i> )				X		X	
Business		X			X	X	
Chemistry ( <i>Associate of Science Emphasis</i> )				X		X	
Computer Networking Technology		X					
Computer Science ( <i>Associate of Science Emphasis</i> )				X			
Computer Technology - Cisco Systems					X		X
Computer Technology - Computer Programming					X		
Computer Technology - Microcomputer/Network Technician					X		X
Computer Technology - Network Administration					X		X
Construction Technology - Construction Management	X						
Construction Technology - Project Management		X					
Convergence Technology		X					
Criminal Justice - ( <i>Associate of Arts &amp; Applied Science</i> )		X	X			X	X
Criminal Justice - Law Enforcement/Academy ( <i>Criminal Justice Emphasis</i> )		X			X		X
Criminal Justice - 9-1-1 Dispatch Telecommunications					X		
Customer Service					X		
Deaf Studies ( <i>Associate of Arts Emphasis</i> )			X			X	
Drafting Technology - Architectural ( <i>Drafting Technology Emphasis</i> )		X			X	X	
Drafting Technology - Civil ( <i>Drafting Technology Emphasis</i> )		X				X	
Drafting Technology - Mechanical ( <i>Drafting Technology Emphasis</i> )		X			X	X	
Early Childhood Education		X			X	X	
Education						X	
Engineering Science ( <i>Associate of Science Emphasis</i> )				X		X	
Fine Arts ( <i>Associate of Arts Emphasis</i> )			X			X	
Geographic Information Systems		X			X	X	
Geosciences ( <i>Associate of Science Emphasis</i> )				X		X	
Graphic Communications		X			X	X	
Health Information Technology		X					
Health Information Technology - Medical Coding					X		
Health Information Technology - Medical Transcription					X		
Health Information Technology - Medical Unit Clerk					X		
Machine Tool Technology		X			X		
Management ( <i>Business Emphasis</i> )		X				X	
Mathematics ( <i>Associate of Science Emphasis</i> )				X		X	
Musical Theatre ( <i>Associate of Arts Emphasis</i> )			X			X	
Nursing		X			X	X	
Office Technology		X				X	
Paralegal Studies		X				X	
Physics ( <i>Associate of Science Emphasis</i> )				X		X	
Real Estate ( <i>Business Emphasis</i> )		X					X
Retail Management					X	X	
Surgical Technology					X		X
Web Technology		X				X	
Welding Technology		X			X		X

\*\* Students may take courses in many other academic areas for transfer;  
see transfer degree section of this catalog and/or a WNC counselor.

# Transfer Degrees

Associate of Arts &amp; Associate of Science

## Associate of Arts Degree and Associate of Science Degree Mission & Outcomes

**MISSION** - The purpose of the Associate of Arts and Associate of Science degrees is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

**STUDENT LEARNING OUTCOMES** - Students who complete either an Associate of Arts or an Associate of Science degree at WNC are expected to demonstrate that they -

- have met the general education student learning outcomes.
- know the subject matter appropriate to the emphasis of the degree.
- can succeed at their transfer institutions.

The Associate of Arts and Associate of Science degrees are primarily for the student who plans to transfer from WNC to a four-year college or university to pursue a baccalaureate degree in liberal arts, sciences, humanities, math or related areas. Every year, large numbers of WNC students successfully transfer to other schools. Each school has its own specific requirements and recommended electives for its various emphases.

Community college students who plan to transfer to the University of Nevada, Reno, University of Nevada, Las Vegas or Nevada State College and who did not complete the university entrance requirements in high school, must complete a minimum of 24 transferable credits with a minimum 2.3 grade point average. Effective fall 2010, the minimum grade point average will increase to 2.5. Students who earn an Associate of Arts or Associate of Science degree will be admitted to an NSHE university or state college regardless of their grade point average.

## TRANSFER PROGRAMS

WNC students may select a course of study which enables them to complete some or all of the lower division requirements for a four-year degree in the following emphases at UNR, UNLV, NSC or other schools.

Recent surveys of WNC students show they have transferred to colleges throughout the country including: UNR; UNLV; Nevada

State College; Southern Utah University; University of New Mexico; Arizona State University; California State University, Sacramento; University of California at Berkeley; Truckee Meadows Community College; University of Phoenix; Cosumnes River College-Los Rios; LakeTahoe Community College; Great Basin College and Salt Lake Community College.

### *Programs and areas of study offered at WNC include:*

- Nevada State College Teacher Education Partnership

Please contact counselors or faculty advisers for major-to-major transfer agreements for the following programs:

- |                           |                             |                                  |                           |
|---------------------------|-----------------------------|----------------------------------|---------------------------|
| • Accounting              | • Early Childhood Education | • Literature                     | • Physiology              |
| • Agriculture             | • Economics                 | • Management                     | • Physics                 |
| • Animal Science          | • Education                 | • Marketing                      | • Political Science       |
| • Anatomy                 | • Electrical Engineering    | • Mathematics                    | • Psychology              |
| • Anthropology            | • English                   | • Pre-Medicine                   | • Public Administration   |
| • Architecture            | • Environmental Science     | • Mechanical Engineering         | • Public Relations        |
| • Art                     | • Finance                   | • Metallurgical Engineering      | • Radiologic Technology   |
| • Astronomy               | • Fish/Wildlife Management  | • Meteorology                    | • Recreation              |
| • Atmospheric Sciences    | • Foreign Languages         | • Mining Engineering             | • Religious Studies       |
| • Biochemistry            | • General Studies           | • Motion Picture and Cinema      | • Social Science          |
| • Biology                 | • Geography                 | • Multicultural (Ethnic) Studies | • Social Welfare/         |
| • Business                | • Geology                   | • Music                          | • Social Work             |
| • Chemistry               | • Geological Engineering    | • Natural Resources              | • Sociology               |
| • Chemical Engineering    | • History                   | • Nursing                        | • Special Education       |
| • Civil Engineering       | • Hotel Administration      | • Occupational Therapy           | • Speech Communication    |
| • Communication Arts      | • Humanities                | • Oceanography                   | • Theatre Arts            |
| • Communicative Disorders | • Industrial Arts           | • Pre-Optometry                  | • Urban Planning          |
| • Computer Engineering    | • Industrial Education      | • Pre-Pharmacy                   | • Pre-Veterinary Medicine |
| • Computer Science        | • Information Systems       | • Philosophy                     | • Vocational Education    |
| • Criminal Justice        | • Journalism                | • Physician Assistant            | • Zoology                 |
| • Dance                   | • Pre-Law                   | • Physical Education             |                           |
| • Dental Hygiene          | • Liberal Arts              | • Pre-Physical Therapy           |                           |
| • Pre-Dentistry           | • Pre-Librarianship         |                                  |                           |
| • Drama                   |                             |                                  |                           |



WESTERN NEVADA COLLEGE • 2007-2008  
*Bachelor of Technology*  
An Applied Baccalaureate Degree

The Bachelor of Technology degree offers students advanced technical and managerial skills in a formal educational route that will help them progress to supervisory positions within their field. It provides an opportunity for those who have completed an associate degree in an applied technology field to progress academically and earn a bachelor's degree. It also provides an avenue for those already working in a technical field to enroll in an applicable baccalaureate

degree program that will enhance their core and business management skills and offer career advancement opportunities. To learn more about the Bachelor of Technology degree program, please see a WNC counselor.

*Programs and areas of study offered at WNC include:*

- Construction Management

## BACHELOR OF TECHNOLOGY DEGREE REQUIREMENTS

**REQUIREMENTS:** A minimum of 128 credits

**CAPSTONE**-9 credits.

*Choose from:*

Communication: 412  
Economics: 334, 365  
Management: 462, 469

**ENGLISH/COMMUNICATIONS REQUIREMENTS**-9-11 credits.

*Choose from:*

Business: 107, or  
Communication: 113 or 213 or 215  
English: 100, or 101  
English: 102

**FINE ARTS REQUIREMENT**-3 credits.

*Choose from:*

Art: 100, 101, 124, 160, 224, 260, 261  
Dance: 101  
Humanities: 101  
Music: 111, 121  
Theatre: 100, 105, 180

**HUMANITIES REQUIREMENT**-3 credits.

*Choose from:*

Core Humanities: 201, 202  
English: 200, 223, 231, 232, 243, 250, 252, 261, 266, 267, 271, 275  
History: 105, 106, 207, 247  
Philosophy (except for PHIL 102, 105, 114)

**MATHEMATICS AND SCIENCE REQUIREMENTS**-15 credits.

*A minimum of 5 credits in mathematics and 7 credits in science.*

*Choose from:*

Mathematics  
Mathematics: 126 & 127, 128\*  
Statistics: 152  
Science  
Chemistry: 100, 121, 201  
Environmental Studies: 100  
Geology: 100, 101, 103  
Physics: 100, 151, 180  
\* or higher

**SOCIAL SCIENCES REQUIREMENT**-6 credits.

*3 credits must be an upper division course (300-400 level, see a counselor). Choose from:*

Anthropology: 101, 201, 202, 205, 210, 212  
Core Humanities: 203  
Criminal Justice: 101, 102, 220, 230, 270  
Geography: 106  
History: 101, 102, 111, 217, 295  
Journalism: 101  
Political Science: 103, 105, 108, 208, 231, 295, 299  
Psychology (except for PSY 210)  
Social Work: 220  
Sociology (except for SOC 210)

**U.S. AND NEVADA CONSTITUTION REQUIREMENTS**-3 or 6 credits.

*Choose from:*

Core Humanities: 203  
History: 111, or  
History: 101 & 217, or  
History: 101 & 102, or  
Political Science: 103, or  
History and Political Science Combination (History 101, and, PSC 208)

**CORE AND DEGREE REQUIREMENTS**-

Number of credits required vary by degree.





# Associate of Arts

## A Transfer Degree

The Associate of Arts degree is primarily for students planning to transfer with junior standing to a four-year college or university for a baccalaureate degree. If the University of Nevada, Reno is the intended transfer school, choose **ONLY** those courses that are printed in **BOLD/ UNDERLINED** from the list below. Satisfactory completion of an AA degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a "B" after the course number (such as MATH 100B or CS 109C) and courses with a number under 100 (such as

ENG 95) are not applicable toward the Associate of Arts degree. All courses to be counted toward this degree must be university transferable.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

*NOTE: Information on transfer to UNR is based on UNR requirements for the 2007-2008 school year. These requirements may change in subsequent years. See a WNC counselor for the most up-to-date information.*

*Programs and areas of study offered at WNC include:*

- Criminal Justice
- Deaf Studies
- Fine Arts
- Musical Theatre

## ASSOCIATE OF ARTS DEGREE REQUIREMENTS

**REQUIREMENTS:** A minimum of 60 credits

### ENGLISH/COMMUNICATIONS REQUIREMENTS-

6-8 credits. WNC and UNR

English: 100 or 101, 102

Fine Arts Requirement-3 credits. WNC and UNR

Art: 100, 101\*, 124, 160, 224, 260, 261

Dance: 101

Humanities: 101

Music: 111\*, 121, 123, 124, 221

Theatre: 100, 105\*, 180

*\* Course may not meet the fine arts requirement at all universities. Please see a counselor.*

### HUMANITIES REQUIREMENT-6 credits.

*UNR transfer students: choose one course from each UNR group.*

**UNR: Group A**

Core Humanities: 201

English: 231\*

History: 105\*

Philosophy: 200\*

**UNR: Group B**

Core Humanities: 202

English: 232\*

History: 106\*

Philosophy: 207\*

**WNC:**

Core Humanities: 201, 202, 243, 252

English: 200, 223, 231, 232, 250, 261, 266, 267, 271, 275

History: 105, 106, 207, 247

Philosophy (except for PHIL 102, 114)

*\* These courses will not fulfill UNR's CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.*

### MATHEMATICS REQUIREMENT-3 credits.

Mathematics: 120, 126, 126 & 127, 127, 128, 176, 181, 182, 283, 285

Statistics: 152

### SCIENCE REQUIREMENT-6 credits.

*WNC: Choose from Group A and/or Group B. At least one lab science course recommended.*

*UNR: Choose UNR transfer courses and at least one course from*

**Group A**

Biology: 100, 113, 190, 191, 223, 224, 251

Chemistry: , 100, 110, 111, 121, 122, 201, 202, 220

Geology: 100, 101, 102, 103, 127, 132, 201

Physics: 100, 151, 152, 180, 181, 182

### Group B

Anthropology: 102, 102 & 110L

Astronomy: 109, 110, 120

Environmental Studies: 100

Geography: 103, 104

Nutrition: 121, 223

### SOCIAL SCIENCES REQUIREMENT-9 credits.

*\* WNC: Choose from the following list. Must include work in two or more subjected areas. UNR: Choose from the bolded courses.*

Anthropology: 101, 201, 202, 210, 212

Core Humanities: 203

Criminal Justice: 101, 102, 220, 230, 270

Economics: 100, 102, 103

Geography: 106

History: 101, 102, 111, 217, 295

Journalism: 101

Political Science: 103, 105, 108, 208, 231, 295, 299

Psychology (except for PSY 210)

Social Work: 220

Sociology (except for SOC 210)

*\* Number of credits required may vary according to specific emphasis. See articulation agreement or a counselor.*

### U.S. & NEVADA CONSTITUTION REQUIREMENTS-3 or 6 credits.

*Must meet both requirements. Choose from:*

Core Humanities: 203

History: 111\*

History: 101 & 102\*

History: 101 & 217\*

Political Science: 103\*

History and Political Science Combination (History 101\* and Political Science 208\*)

*\* These courses will not fulfill UNR's CH203 requirement if taken after the student has been admitted and enrolled at UNR.*

### EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, OR GENERAL ELECTIVES--21-24 credits.

Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.



# Associate of Science

## A Transfer Degree

The Associate of Science degree is designed to help students use the methods of observation, special analysis and logic by which we understand the mathematical, biological and physical nature of the world. The AS degree allows early choices for those planning a professional life in mathematics, science, engineering, medicine or agriculture.

The AS degree is primarily for the student who plans to transfer with junior standing to a four-year college or university for a baccalaureate degree. If the University of Nevada, Reno is the intended transfer school, choose **ONLY** those courses that are printed in **BOLD/ UNDERLINED** from the list below. Satisfactory completion of an AS degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a "B" after the course number (such as MATH 100B or CS 109C) and courses with a number under 100 (such as ENG 95) are not applicable toward this degree. All courses counted toward this degree must be university transferable.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

*NOTE: UNR transfer information is based on requirements for the 2005-2006 school year. These requirements may change in subsequent years. See a counselor for the most up-to-date information.*

### Programs and areas of study offered at WNC include:

- Biological Sciences
- Chemistry
- Computer Science
- Engineering Science
- Geosciences
- Mathematics
- Physics

## ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

**REQUIREMENTS:** A minimum of 60 credits

### ENGLISH/COMMUNICATIONS REQUIREMENTS-

6-8 credits. *WNC and UNR*

English: 100 or 101, 102

### FINE ARTS REQUIREMENTS-3 credits.

*WNC and UNR*

Art: 100, 101\*, 124, 160, 224, 260, 261

Dance: 101

Humanities: 101

Music: 111\*, 121

Theatre: 100, 105\*, 180

*\* Course may not meet the Fine Arts requirement at all universities.*

*Please see a counselor.*

### HUMANITIES REQUIREMENTS-6 credits.

*UNR: Choose one course from each UNR group:*

#### Group A

Core Humanities: 201, English: 231\*, History: 105\*, Philosophy: 200\*

#### UNR: Group B

Core Humanities: 202, English: 232\*, History: 106\*, Philosophy: 207\*

#### WNC: Choose From:

Core Humanities: 201, 202, 243, 252

English: 200, 223, 231, 232, 250, 261, 266, 267, 271, 275

History: 105, 106, 207, 247

Philosophy (except for PHIL 102, 114)

*\* These courses will not fulfill UNR's CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.*

### MATHEMATICS REQUIREMENTS-6 credits.

*WNC: Choose only for geosciences emphasis. Math requirement already fulfilled for other emphases.*

Mathematics: 126, 126 & 127, 127, 128, 176, 181, 182, 283, 285

Statistics: 152

### SCIENCE REQUIREMENTS-6 or 12 credits.

*WNC: Choose 12 credits for math emphasis. Science requirements are already fulfilled for other emphases. UNR: Choose 6 credits, with at least one course from Group A.*

#### Group A:

Biology: 100, 190 & 190L, 191 & 191L

Chemistry: 100, 121, 122, 201, 202

Geology: 100, 101, 103

Physics: 100, 151, 152, 180 & 180L, 181 & 181L, 182

#### Group B:

Anthropology: 102, 102 & 110L

Astronomy: 109, 110, 120

Environmental Studies: 100

Geography: 103, 104

### SOCIAL SCIENCES REQUIREMENTS-6 credits.

Anthropology: 101, 201, 202, 210, 212

Core Humanities: 203

Criminal Justice: 101, 102, 220, 230, 270

Economics: 100, 102, 103

Geography: 106

History: 101, 102, 111, 217, 295

Journalism: 101

Political Science: 103, 105, 108, 208, 231, 295, 299

Psychology: 101, 102, 130, 233, 234, 240, 241, 261, 290, 299

Social Work: 220

Sociology: 101, 102, 202, 205, 261, 275

### U.S. & NEVADA CONSTITUTION REQUIREMENTS-3 or 6 credits.

*Must meet both requirements. Choose from:*

Core Humanities: 203

History: 111\*

History: 101 & 102\*

History: 101 & 217\*

Political Science: 103\*

History and Political Science Combination (History 101\* and Political Science 208\*)

*\* These courses will not fulfill UNR's CH 203 requirement if taken after the student has been admitted and enrolled at UNR.*

### EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, AND ELECTIVES

Number of credits varies according to emphasis. Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNC Counseling Services or the UNR Transfer Center.





WESTERN NEVADA COLLEGE • 2007-2008

# *Associate of Applied Science*

The Occupational Degree

## Associate of Applied Science Mission and Outcomes

**Mission:** The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete Associate of Applied Science degree at WNC are expected to demonstrate that they

- have met the general education student learning outcomes.
- know the subject matter appropriate to the emphasis of the degree.
- have acquired skills and can perform tasks necessary for employment or career advancement.

Students enrolled in any of these programs will benefit from “hands-on” laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

The Associate of Applied Science degree is designed for those students who desire a two-year course of study and training in an occupational and/or technological career field. Although the AAS degree is not designed to be a transfer program, some of the courses will transfer to four-year colleges or universities. Those students who wish to transfer to a four-year school should consult a WNC counselor. Coursework must total at least 60 credits.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of Applied Science degree at WNC.

Courses with a “B” designator after the number (such as MATH 100B) are college level courses which may apply toward a WNC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to other colleges and universities. See a WNC counselor for the latest transfer information.

A maximum of six credits of special topics classes in one subject area may apply toward any WNC degree.

To make decisions about specific emphases under the Associate of Applied Science degree, please refer to the academic programs pages or see a WNC counselor.

**NOTE:** All Associate of Applied Science degree and certificate programs require completion of appropriate courses in computation, communication and human relations. Additionally, introductory courses in all applied science and technology as well as all allied health programs include instruction in safety, industrial safety and environmental awareness, as appropriate.

Students with previous occupational or practical experience may challenge certain course requirements and prerequisites. In some cases, required courses may be waived, allowing the student to proceed to coursework at the appropriate level. In other cases, challenge examinations may be arranged for which the student can receive academic credit and a “pass” grade for the course

*Programs and areas of study offered at WNC include:*

- Accounting
- Applied Accounting
- Automotive Mechanics
- Business, General Business Emphasis
- Computer Technology, Computer Networking Technology
- Construction Technology, Construction Project Management
- Convergence Technology
- Criminal Justice
- Criminal Justice, Law Enforcement/Academy
- Drafting Technology - Architectural
- Drafting Technology - Civil
- Drafting Technology - Mechanical
- Early Childhood Education
- Geographic Information Systems (GIS)
- Graphic Communications
- Health Information Technology
- Machine Tool Technology
- Management
- Nursing
- Office Technology
- Paralegal Studies
- Real Estate
- Web Technology
- Welding Technology



## ASSOCIATE OF APPLIED SCIENCE DEGREE REQUIREMENTS

**REQUIREMENTS:** A minimum of 60 credits

**ENGLISH/COMMUNICATIONS REQUIREMENT-6 credits.**

*Must include a writing course.*

Business: 107, 108

Communication: 113, 215

Criminal Justice: 103

English

Journalism: 201

Reading

Writing Course (Business 108, English 100, 101, 102, or any other 200 level English class except ENG 258)

**HUMAN RELATIONS REQUIREMENT-3 credits.**

Anthropology: 101, 201

Business: 110B, 287B

Counseling and Personal Development: 117, 129B

Criminal Justice: 270

Early Childhood Education: 121

Human Development & Family Studies: 201, 202

Law: 263

Management: 201, 212, 283

Psychology (except for PSY 210)

Sociology (except for SOC 210)

**HUMANITIES/SOCIAL SCIENCE REQUIREMENTS-3 credits.**

*Choose from either humanities or social science areas:*

Humanities Area:

Art: 100, 101\*, 124, 160, 224, 260, 261

Core Humanities: 201, 202

Dance: 101

English: 200, 221, 223, 231, 232, 250, 258, 261, 266, 267, 271, 275

History: 105, 106, 207, 247

Humanities: 101

Music: 111\*, 121

Philosophy (except for PHIL 102, 114)

Theatre: 100, 105, 180

Social Sciences Area:

Anthropology: 101, 201, 202, 210

Core Humanities: 203

Criminal Justice: 101, 102, 120, 215, 220, 225, 226, 230, 270

Economics: 100, 102, 103

Geography: 106

History: 101, 102, 111, 217, 295

Journalism: 101

Political Science

Psychology (except for PSY 210)

Social Work: 220

Sociology (except for SOC 210)

*\* Course may not meet the fine arts requirement at all universities.*

*Please see a counselor.*

**MATHEMATICS REQUIREMENT-3 credits.**

Business: 109B

Economics: 261, 262

Mathematics

Real Estate: 102B

Statistics: 152

**SCIENCE REQUIREMENT-6 credits.**

Animal Science: 110B

Anthropology: 102, 212

Astronomy: 109, 110, 120

Biology (except for BIOL 208)

Chemistry (except for CHEM 241, 241L, 242, 242L)

Environmental Studies

Geography: 103, 104

Geology (except for GEOL 111B, 112B, 113B, 299B)

Natural Resources: 101

Nutrition: 121, 223

Ornamental Horticulture: 105B

Physics (except for PHYS 293)

**U.S. AND NEVADA CONSTITUTION REQUIREMENTS-**

*3 or 6 credits. Must meet both requirements. Choose from the following:*

Core Humanities: 203

History: 101 & 217

History: 101 & 102

History: 111

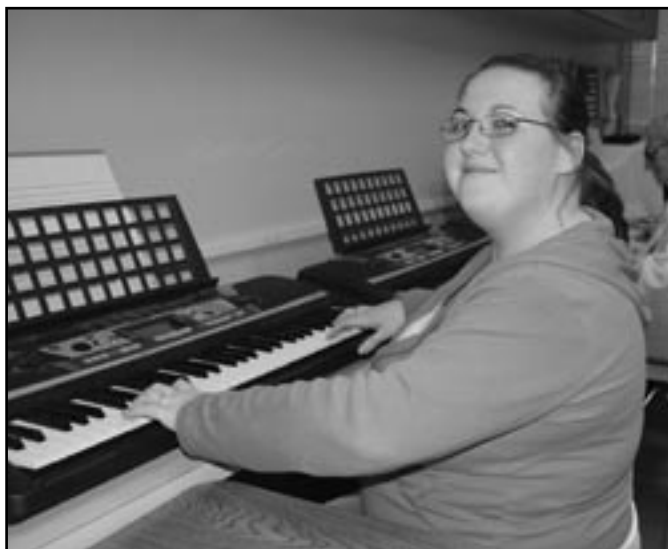
Political Science: 103

History and Political Science Combination (History 101 and

Political Science 208)

**EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, AND GENERAL ELECTIVES**

Number of credits required may vary by emphasis. Some credits earned in non-traditional courses may be considered for elective credit and may require review in order to be applied to the AAS degree.



WESTERN NEVADA COLLEGE • 2007-2008  
*Associate of General Studies*  
The Degree to Meet a Variety of Needs

**Associate of General Studies Mission and Outcomes**

**Mission:** The purpose of the Associate of General Studies degree is to provide academic knowledge and skills for personal growth, professional advancement, and/or successful transfer.

**Student Learning Outcomes:** Students who complete an Associate of General Studies degree at WNC are expected to demonstrate that they

- have met the general education student learning outcomes.
- know the subject matter appropriate to their fields of study.

The Associate of General Studies has increasingly been utilized by students who intend to transfer to four-year colleges and universities. Although it was not designed for transfer, it can be used for this purpose if courses are selected carefully. The majority of the courses chosen should transfer to fulfill core and major requirements.

It is recommended that anyone planning to attend the University of Nevada, Reno complete ENG 101 and 102, MATH 120 or a higher level math, and science/social science courses that fulfill UNR's core curriculum requirements. Any "B" course credits will need to be made up upon transfer.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of General Studies degree. Courses with a "B" designator after the number (such as MATH 100B) are college level courses which may apply toward a WNC degree but will not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or other colleges and universities. See a WNC counselor for the latest transfer information.

**ASSOCIATE OF GENERAL STUDIES DEGREE REQUIREMENTS**

**REQUIREMENTS:** A minimum of 60 credits

**ENGLISH/COMMUNICATIONS REQUIREMENT-6 credits.**

Must include a three-credit writing course.

Business: 107, 108

Communication: 113, 215

Criminal Justice: 103

English

Journalism: 201

Reading

Writing Course (Business 108, English 100, 101, 102, or any other 200 level English class except ENG 258)

**FINE ARTS AND HUMANITIES REQUIREMENTS-3 credits.**

American Sign Language

Art (except for ART 107)

Core Humanities: 201, 202

Crafts

Dance: 101

English: 190, 200, 223, 231, 232, 243, 250, 252, 258, 267, 271, 282, 297

Graphic Communications (except for GRC 107)

History: 105, 106, 207, 247

Humanities: 101

Music

Philosophy (except for PHIL 102, 114)

Theatre: 100, 105, 180

Foreign Language

*\* Course may not meet the fine arts requirement at all universities.*

*Please see a counselor.*

**MATHEMATICS REQUIREMENT-3 credits.**

Business: 109B

Economics: 261, 262

Mathematics

Real Estate: 102B

Statistics: 152

**SCIENCE REQUIREMENT-3 credits.**

Animal Science: 110B

Anthropology: 102

Astronomy: 109, 110, 120

Biology (except for BIOL 208)

Chemistry (except for CHEM 241, 241L, 242, 242L)

Environmental Studies

Geography: 103, 104

Geology (except for GEOL 111B, 112B, 113B, 229B)

Natural Resources: 101

Nutrition: 121, 223

Ornamental Horticulture: 105B

Physics (except for PHYS 293)

**SOCIAL SCIENCES REQUIREMENT-3 credits.**

Anthropology: 101, 201, 202, 210, 212

Core Humanities: 203

Criminal Justice

Economics: 100, 102, 103

Geography: 106

History: 101, 102, 111, 217, 295

Journalism: 101

Political Science

Psychology (except for PSY 210)

Social Work: 220

Sociology (except for SOC 210)

**U.S. & NEVADA CONSTITUTION REQUIREMENTS-**

3 or 6 credits. *Must meet both requirements. Choose from:*

Core Humanities: 203

History: 111

History: 101 & 102

History: 101 & 217

Political Science: 103

History and Political Science Combination (History 101 and Political Science 208)

**GENERAL ELECTIVES-36 or 39 credits.**

Students may choose from any occupational or general education courses to be used as electives for this degree. Some non-traditional credit approved by Admissions and Records may be applicable to satisfy course requirements for occupational degrees, while other such credits may be used as electives for the AGS and AAS degrees only. Students planning to transfer to the University of Nevada, Reno should use the UNR core curriculum guide to satisfy general education requirements.



# Certificate of Achievement

For those desiring a shorter course of study, WNC offers certificates of achievement in many occupational areas. Students enrolled in any of these programs will benefit from “hands-on” laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

A minimum of 30 credits is required for any certificate of achievement, although the exact number of credits required may differ with particular subject matter.

## *Programs and areas of study offered at WNC include:*

- Accounting Technician
- American Sign Language
- Automotive Mechanics
- Business
- Computer Technology, CISCO Systems
- Computer Technology, Computer Programming
- Computer Technology, Microcomputer/Network Technician
- Computer Technology, Network Administration
- Criminal Justice, Law Enforcement/Academy
- Criminal Justice, 9-1-1 Dispatch Telecommunications
- Customer Service
- Drafting Technology - Architectural
- Drafting Technology - Mechanical
- Early Childhood Education
- Geographic Information Systems (GIS)
- Graphic Communications
- Health Information Technology, Medical Coding
- Health Information Technology, Medical Transcription
- Health Information Technology, Medical Unit Clerk
- Machine Tool Technology
- Retail Management
- Surgical Technology
- Welding Technology



All certificates include general education requirements which can be fulfilled from the following list of courses.

Courses with a number under 100 (such as ENG 95) are not applicable toward a certificate of achievement at WNC.

Courses with a “B” designator after the number (such as MATH 100B) are college level courses which may apply toward a WNC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to other colleges and universities. See a WNC counselor for the latest transfer information.

**REQUIREMENTS:** A minimum of 30 credits

## **ENGLISH/COMMUNICATIONS REQUIREMENTS-3 credits.**

Must include a writing course

Business: 107, 108

Communication: 113, 215

Criminal Justice: 103

English

Journalism: 201

Reading

Writing Course (Business 108, English 100, 101, 102, or any other 200 level English class except ENG 258)

## **HUMAN RELATIONS REQUIREMENT-1–3 credits.**

Anthropology: 101, 201

Business: 110B, 287B

Counseling and Personal Development: 117, 129B

Criminal Justice: 270

Early Childhood Education: 121

Human Development & Family Studies: 201, 202

Law: 263

Management: 201, 212, 283

Psychology (except for PSY 210)

Sociology (except for SOC 210)

## **MATHEMATICS REQUIREMENT-3 credits.**

Business: 109B

Economics: 261, 262

Mathematics

Real Estate: 102B

Statistics: 152

Subject Requirements-Varies by subject.

A minimum of 30 credits is required for any certificate of achievement, although the exact number of credits required may differ with particular subject matter.

## **Certificate of Achievement Mission and Outcomes**

**Mission:** The purpose of the Certificate of Achievement is to provide employment-related knowledge and skills.

**Student Learning Outcomes:** Students who complete a Certificate of Achievement are expected to demonstrate that they

1. know the subject matter appropriate to the emphasis of the certificate.
2. are able to do the following:
  - a. acquire the skills necessary for employment or career enhancement.
  - b. successfully represent themselves to a potential employer.
  - c. demonstrate effective communication and computational skills appropriate to the certificate area.
  - d. utilize appropriate resources for remaining current in the certificate area.
3. have developed an appreciation of the importance of social, ethical, legal and diversity issues.



# ACADEMIC DEGREES

## ACCOUNTING

*Associate of Applied Science in Business*

The Accounting emphasis has been designed to enable students to establish, maintain and manage both manual and automated accounting systems. Students can also develop the necessary competencies to create and analyze information for managerial decision-making situations. In addition to this degree program, students who intend to become full-charge bookkeepers will also need experience in the field.

**Salary:** \$39,800–\$61,400 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Four major accounting fields - public, management, government and internal auditing

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 60 credits

**Business Core Requirements** 27 Credits

ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations For Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership & Human Relations	
or MGT 283	Introduction to Human Resources Management	
BUS 273	Business Law I	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
IS 101	Introduction to Information Systems	3

\* ACC 135B and ACC 136B recommended prior to ACC 201

**Emphasis Requirements\*** 12 Credits

ACC 203	Intermediate Accounting I	3
ACC 220	Microcomputer Accounting Systems	3
Choose 6 credits from the following:		
ACC 105	Taxation For Individuals	3
ACC 180B	Payroll & Employee Benefit Accounting	3
ACC 198B	Special Topics in Accounting	3
ACC 204	Intermediate Accounting II	3
ACC 223B	Introduction to QuickBooks	3
ACC 251	Introduction to Auditing	3
ACC 261	Governmental Accounting	3
ACC 290B	Certified Bookkeeper Course	6
ACC 295B	Work Experience I	3
ACC 299B	Advanced Special Topics in Accounting	3
COT 262	Intermediate Spreadsheets Concepts	3

\* Students should consult a counselor or instructor for information regarding sequence of accounting courses.

**General Education Requirements** 21 Credits

English/Communications Requirement		
(Recommended: BUS 107, BUS 108; must include a writing course)		6
Mathematics Requirement (BUS 109B or higher level mathematics course)		3
Science Requirement		6
U.S. and Nevada Constitution Requirements		3
General Electives		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## APPLIED ACCOUNTING

*Associate of Applied Science in Business*

The Applied Accounting emphasis will provide students with an understanding of accounting. This area is designed for students who want to qualify for entry level bookkeeping positions.

**Salary:** \$23,700–\$35,400 / year (middle range - Nevada)

**Career Outlook:** Slower than average growth through 2014

**Good To Know:** Employed in virtually every industry

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 60 credits

**Business Core Requirements** 24 Credits

ACC 135B	Bookkeeping I	3
ACC 136B	Bookkeeping II	3
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations For Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership & Human Relations	
or MGT 283	Introduction to Human Resources Management	
BUS 273	Business Law I	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
IS 101	Introduction to Information Systems	3

**Emphasis Requirements** 15 Credits

ACC 220	Microcomputer Accounting Systems	3
Choose 12 credits from the following:		
ACC 105	Taxation For Individuals	3
ACC 180B	Payroll & Employee Benefit Accounting	3
ACC 198B	Special Topics in Accounting	3
ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
ACC 223B	Introduction to QuickBooks	3
ACC 251	Introduction to Auditing	3
ACC 261	Governmental Accounting	3
ACC 290B	Certified Bookkeeper Course	6
ACC 295B	Work Experience I	3
ACC 299B	Advanced Special Topics in Accounting	3
COT 262	Intermediate Spreadsheets Concepts	3

\* Students should consult a counselor or instructor for information regarding sequence of accounting courses.

**General Education Requirements** 21 Credits

English/Communications Requirement		
(Recommended: BUS 107, BUS 108; must include a writing course)		6
Mathematics Requirement (BUS 109B or higher level mathematics course)		3
Science Requirement		6
U.S. and Nevada Constitution Requirements		3
General Electives		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.



# ACADEMIC DEGREES

## ACCOUNTING TECHNICIAN

*Certificate of Achievement*

WNC Academic Division: For more information about this program of study, please contact the Business Division.

**Total Requirements:** 30 credits

<b>Subject Requirements</b>		21 Credits
ACC 135B	Bookkeeping I	3
& ACC 136B	Bookkeeping II	3
or ACC 201	Financial Accounting	
& ACC 202	Managerial Accounting	
ACC 220	Microcomputer Accounting Systems	3
BUS 110B	Human Relations For Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership & Human Relations	
or MGT 283	Introduction to Human Resources Management	
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
IS 101	Introduction to Information Systems	3

**Choose 3 credits from the following:**

ACC 105	Taxation For Individuals	3
ACC 180B	Payroll & Employee Benefit Accounting	3
ACC 198B	Special Topics in Accounting	3
ACC 203	Intermediate Accounting I	3
ACC 223B	Introduction to QuickBooks	3
ACC 251	Introduction to Auditing	3
ACC 261	Governmental Accounting	3
ACC 299B	Advanced Special Topics in Accounting	3

**General Education Requirements** 9 Credits

English/Communications Requirements (Recommended: BUS 107, BUS 108; must include a writing course) 6  
 Mathematics Requirement (BUS 109B or higher level mathematics course) 3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### ACCOUNTING TECHNICIAN Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
ACC 135B or ACC 201	3 <input type="checkbox"/>	ACC 136B or ACC 202	3 <input type="checkbox"/>
BUS 108 or ENG/Comm	3 <input type="checkbox"/>	ACC 220	3 <input type="checkbox"/>
BUS 109B or higher math	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
BUS 110B, MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>	BUS 107 or ENG/Comm	3 <input type="checkbox"/>
IS 101 or IS 201	3 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>

## AMERICAN SIGN LANGUAGE

- See Deaf Studies -

### ACCOUNTING Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ACC 201	3 <input type="checkbox"/>	ACC 203	3 <input type="checkbox"/>
BUS 108 or Eng/Comm (Writing class required)	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
BUS 109B or higher math	3 <input type="checkbox"/>	BUS 101 or MGT 103	3 <input type="checkbox"/>
ECON 102	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	U.S./Nevada Constitutions	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
ACC 202	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
ACC 220	3 <input type="checkbox"/>	BUS 110B, MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>
BUS 107 or other Eng/Comm	3 <input type="checkbox"/>	BUS 273	3 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	General Elective	3 <input type="checkbox"/>
ECON 103	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>

### APPLIED ACCOUNTING Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ACC 135B	3 <input type="checkbox"/>	ACC 220	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
BUS 108 or other Eng/Comm (Writing class required)	3 <input type="checkbox"/>	MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>
BUS 109B or higher math	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
ACC 136B	3 <input type="checkbox"/>	Accounting Elective	6 <input type="checkbox"/>
Accounting Elective	3 <input type="checkbox"/>	BUS 273	3 <input type="checkbox"/>
BUS 107 or other Eng/Comm	3 <input type="checkbox"/>	General Elective	3 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>
ECON 102	3 <input type="checkbox"/>		





# ACADEMIC DEGREES

## AUTOMOTIVE MECHANICS

### Associate of Applied Science

The Automotive Mechanics program offers students an opportunity to acquire the necessary skills and technical theory for a successful career as an automotive mechanic. Individuals who are now employed in the automotive mechanics field will be able to upgrade their knowledge. Students obtaining this 60-credit associate degree will have completed courses of a very technical nature, chosen to complement each other and provide breadth and depth of diagnostic and repair skill abilities necessary to work in a service facility.

**Salary:** \$26,600–\$47,300 / year (middle range - Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** Mechanics can be certified in as many as eight service areas

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 61 credits

Program Requirements		37 Credits
AUTO 101B	Introduction to General Mechanics	3
AUTO 115B	Auto Electricity & Electronics I	4
AUTO 117B	Advanced Auto Electronics	4
AUTO 130B	Engine Reconditioning	3
AUTO 145B	Automotive Brakes	4
AUTO 155B	Steering & Suspension	4
AUTO 160B	Auto Air Conditioning	3
AUTO 225B	Engine Performance I/Fuel & Ignition	4
AUTO 227B	Engine Performance II/Emission Control	4
AUTO 235B	Engine Performance III/Diagnostics	4

**General Education Requirements** 24 Credits

English/Communications Requirement	
(Recommended: BUS 107 & BUS 108; Must include a writing course)	6
Human Relations Requirement (Recommended: BUS 110B)	3
Humanities/Social Science Requirements	3
Mathematics Requirement	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3
* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.	

## AUTOMOTIVE MECHANICS

### Certificate of Achievement

WNC Academic Division: For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 31 credits

Subject Requirements		19 Credits
AUTO 101B	Introduction to General Mechanics	3
AUTO 111B	Automotive Electricity	4
AUTO 145B	Automotive Brakes	4
AUTO 155B	Steering & Suspension	4
AUTO 225B	Engine Performance I/Fuel & Ignition	4

**General Education Requirements** 12 Credits

English/Communications Requirements (Must include a writing course)	6
Human Relations Requirement (Recommended: BUS 110B)	1
Mathematics Requirement	3
General Electives	2

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### AUTOMOTIVE MECHANICS Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
AUTO 101B	3 <input type="checkbox"/>	AUTO 145B	4 <input type="checkbox"/>
AUTO 115B	4 <input type="checkbox"/>	AUTO 225B	4 <input type="checkbox"/>
AUTO 130B	3 <input type="checkbox"/>	AUTO 227B	4 <input type="checkbox"/>
BUS 107	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
Mathematics Course	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
AUTO 117B	4 <input type="checkbox"/>	AUTO 235B	4 <input type="checkbox"/>
AUTO 155B	4 <input type="checkbox"/>	BUS 110B	3 <input type="checkbox"/>
AUTO 160B	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
BUS 108	3 <input type="checkbox"/>	U.S./Nevada Constitutions	3 <input type="checkbox"/>
Humanities/Social Science Course	3 <input type="checkbox"/>		

### AUTOMOTIVE MECHANICS ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science in Automotive Mechanics is to provide employment-related knowledge and skills necessary to succeed in automotive field.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science in Automotive Mechanics are expected to:

- know the subject matter appropriate to the emphasis of the automotive field,
- acquire skills and perform tasks necessary for employment or career enhancement,
- present themselves effectively to a potential employer,
- utilize appropriate resources to remain current in the automotive field.



# ACADEMIC DEGREES

## BIOLOGICAL SCIENCES

### Associate of Science

The Biological Sciences emphasis is designed to place students wishing to pursue studies in the fields of, but not limited to, biology, environmental studies, pre-health care and biochemistry, either as a university major or as preparation for a teaching career.

**Salary:** \$46,300–\$68,600 / year (middle range - Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** For advancement, some fields require graduate degrees

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 63 credits

#### Emphasis Requirements 39 Credits

BIOL 190	Introduction to Cell and Molecular Biology	3
BIOL 190L	Introduction to Cell and Molecular Biology Lab	1
BIOL 191	Introduction to Organismal Biology	3
BIOL 191L	Introduction to Organismal Biology Lab	1
CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
MATH 128*	Precalculus and Trigonometry	5
MATH 181	Calculus I	4
PHYS 151	General Physics I	4
PHYS 152	General Physics II	4

\* Can substitute Math 126/127 for Math 128

#### Emphasis Electives

Choose 6 credits from the following list:

BIOL 208	Human Genetics	3
BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
BIOL 251	General Microbiology	4
MATH 182	Calculus II	4
NUTR 223	Principles of Nutrition	3
STAT 152	Introduction to Statistics	3

#### General Education Requirement 24 Credits

English/Communications Requirements (Must include a writing course)	6
Fine Arts Requirements	3
Humanities Requirements (Recommended: CH 201, CH 202)	6
Social Sciences Requirements	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

*Note: CAPS 122 is strongly recommended but not required for graduation. CHEM 201 & 202 are acceptable in lieu of CHEM 121 & 122. PHYS 180/180L and 181/181L are acceptable in lieu of PHYS 151 & 152. MATH 152 is required for a bachelor's degree in biology at University of Nevada, Reno. It is recommended that students pursuing other areas in science take MATH 182. BIOL 192 is acceptable in lieu of BIOL 190L and 191L.*

### BIOLOGICAL SCIENCES Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BIOL 190	3 <input type="checkbox"/>	General Education	
BIOL 191L	1 <input type="checkbox"/>	Courses	9 <input type="checkbox"/>
CHEM 121	4 <input type="checkbox"/>	MATH 182 or STAT 152	3–4 <input type="checkbox"/>
English	3 <input type="checkbox"/>	PHYS 151	4 <input type="checkbox"/>
MATH 128	5 <input type="checkbox"/>		
Second Semester	Completed	Fourth Semester	Completed
BIOL 191	3 <input type="checkbox"/>	BIOL 208	3 <input type="checkbox"/>
BIOL 191L	1 <input type="checkbox"/>	General Education	
CHEM 122	4 <input type="checkbox"/>	Course	6 <input type="checkbox"/>
General Education		PHYS 152	4 <input type="checkbox"/>
Courses	6 <input type="checkbox"/>		
MATH 181	4 <input type="checkbox"/>		



# ACADEMIC DEGREES

## BUSINESS PROGRAM

The Business Division at WNC offers Associate of Applied Science degrees, certificates of achievement, and certification and licensing preparation. Disciplines include accounting, business, CISCO technology, computer applications, computer information technology, computer office technology, economics, finance, information systems, insurance, management, marketing, real estate and senior computing. The mission of the division is to prepare students for transfer to four-year colleges and/or to provide them with the knowledge they need for their careers.

### ASSOCIATE OF APPLIED SCIENCE BUSINESS Mission & Outcomes

**Mission:** The purpose of the Associate of Applied Science degree in business is to provide the knowledge and skills necessary to succeed in the current business environment.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science degree at WNC are expected to demonstrate that they

- know the subject matter appropriate to the emphasis of the degree.
- have developed managerial and personal skills essential to the current business environment.

## BUSINESS

### Certificate of Achievement

WNC Academic Division: For more information about this program of study, please contact the Business Division.

#### Total Requirements: 30 credits

#### Subject Requirements 18 Credits

BUS 101 Introduction to Business 3

BUS 110B Human Relations For Employment 3

Choose 12 credits from the following areas with no more than 3 credits 12

in any one area: Accounting, Business, Computer and Office Technology, Economics, Finance, Information Systems, Insurance, Management, Marketing, or Real Estate.

#### General Education Requirements 12 Credits

English/Communications Requirements

(Recommended: BUS 107, BUS 108; must include a writing course) 6

Mathematics Requirement

(BUS 109B or higher level mathematics course) 3

General Electives 3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

## BUSINESS

### General Business Emphasis Associate of Applied Science

The General Business emphasis provides general knowledge and skills in the field of business. Students are encouraged to meet with a WNC counselor to identify programs of study which best suit their career goals.

**Salary:** Large range depending on size & type of organization. \$30,500–\$89,000 / year (middle range - Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** Often includes hiring, training and supervising employees

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

#### Total Requirements: 60 credits

#### Business Core Requirements 24 Credits

ACC 135B Bookkeeping I 3

& ACC 136B Bookkeeping II 3

or ACC 201 Financial Accounting

& ACC 202 Managerial Accounting

BUS 101 Introduction to Business 3

or MGT 103 Small Business Management

BUS 110B Human Relations For Employment 3

or MGT 201 Principles of Management

or MGT 212 Leadership & Human Relations

or MGT 283 Introduction to Human Resources Management

BUS 273 Business Law I 3

COT 202 Introduction to Computer Applications 3

or IS 201 Computer Applications

ECON 102 Principles of Microeconomics 3

or ECON 103 Principles of Macroeconomics

IS 101 Introduction to Information Systems 3

#### Emphasis Requirements 15 Credits

Choose from the following areas: Accounting, Business, Computer and Office Technology, Economics, Finance, Information Systems, Insurance, Management, Marketing or Real Estate.

#### General Education Requirements 21 Credits

English/Communications Requirement

(Recommended: BUS 107, BUS 108; must include a writing course) 6

Mathematics Requirement (BUS 109B or higher level mathematics course) 3

Science Requirement 6

U.S. and Nevada Constitution Requirements 3

General Electives 3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

### BUSINESS Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ACC 135B or ACC 201	3 <input type="checkbox"/>	Business Elective	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>
BUS 107	3 <input type="checkbox"/>	Marketing Elective	3 <input type="checkbox"/>
BUS 109B or math	3 <input type="checkbox"/>	MGT 201 or MGT 212	3 <input type="checkbox"/>
Degree Elective	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
ACC 136B or ACC 202	3 <input type="checkbox"/>	BUS 108	3 <input type="checkbox"/>
BUS 273	3 <input type="checkbox"/>	COT Elective	3 <input type="checkbox"/>
ECON 102 or ECON 103	3 <input type="checkbox"/>	Degree Electives	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Real Estate Elective	3 <input type="checkbox"/>
Science Elective	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## CHEMISTRY

### Associate of Science

The Chemistry emphasis is designed to place students wishing to pursue studies in the fields of chemistry or geochemistry, either as a university major or as preparation for a teaching career.

**Salary:** \$46,900–\$70,800 / year (middle range - Nevada)

**Career Outlook:** Slower than average growth through 2014

**Good To Know:** For advancement, some fields require graduate degrees

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 60 credits

**Emphasis Requirements** 36 Credits

BIOL 190	Introduction to Cell and Molecular Biology	3
BIOL 190L	Introduction to Cell and Molecular Biology Lab	1
CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
MATH 181	Calculus I	4
MATH 182	Calculus II	4
PHYS 180	Engineering Physics I	3
PHYS 180L	Engineering Physics I Lab	1
PHYS 181	Engineering Physics II	3
PHYS 181L	Engineering Physics II Lab	1

### Emphasis Electives

**Choose 8 credits from the following list:**

CHEM 220	Introductory Organic Chemistry	4
CHEM 241	Organic Chemistry I	3
CHEM 241L	Organic Chemistry for Life Sciences Laboratory I	1
CHEM 242	Organic Chemistry II	3
CHEM 242L	Organic Chemistry for Life Sciences Laboratory II	1
GEOL 101	Physical Geology	3
GEOL 103	Physical Geology Laboratory	1
GEOL 132	Rocks & Minerals	3
MATH 283	Calculus III	4
MATH 285	Differential Equations	3
METE 250	Elements of Material Science	3

**General Education Requirements** 24 Credits

English/Communications Requirements (Must include a writing course)	6
Fine Arts Requirements	3
Humanities Requirements (Recommended: CH 201, CH 202)	6
Social Sciences Requirements	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

Note: NOTE: CAPS 122 is strongly recommended but not required for graduation. CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122. PHYS 180/180L and 181/181L are acceptable in lieu of PHYS 151 & 152. GEOL 101/103 recommended in addition to the above for those pursuing a bachelor's degree in geochemistry.

### CHEMISTRY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BIOL 191	3 <input type="checkbox"/>	CHEM 241	3 <input type="checkbox"/>
BIOL 191L	1 <input type="checkbox"/>	General Education Courses	9 <input type="checkbox"/>
CHEM 121	4 <input type="checkbox"/>	PHYS 151	4 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>		
MATH 181	4 <input type="checkbox"/>	Fourth Semester	Completed
		CHEM 242	3 <input type="checkbox"/>
Second Semester	Completed	General Education Courses	6 <input type="checkbox"/>
CHEM 122	4 <input type="checkbox"/>	PHYS 152	4 <input type="checkbox"/>
General Education Courses	6 <input type="checkbox"/>	Program Elective	2 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>		



# ACADEMIC DEGREES

## COMPUTER SCIENCE

### Associate of Science

The Associate of Science degree in Computer Science will prepare students for transfer to a university, particularly the University of Nevada, Reno. It will provide students with a breadth of knowledge commonly accepted as necessary for a degree in the field of Computer Science. In addition, the degree core requirements also provide a depth of knowledge in several key areas of the computer science field, for students seeking entry-level employment in the growing field of computing and information sciences.

**Salary:** \$45,000–\$69,600 / year (middle range - Nevada)

**Career Outlook:** Much faster than average growth through 2014

**Good To Know:** Bachelor's degree required for most systems analysts

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 64 credits

Emphasis Requirements		40 Credits
CHEM 121	General Chemistry I	4
or CHEM 201	General Chemistry For Scientists & Engineers I	
CIT 130	Beginning Java	3
CIT 260	Systems Analysis and Design I	3
CPE 201	Introduction to Computer Engineering	4
CS 135	Computer Science I	3
CS 202	Computer Science II	3
MATH 181	Calculus I	4
MATH 182	Calculus II	4
MATH 283	Calculus III	4
PHYS 180	Engineering Physics I	3
PHYS 180L	Engineering Physics I Lab	1
PHYS 181	Engineering Physics II	3
PHYS 181L	Engineering Physics II Lab	1

General Education Requirements		24 Credits
English/Communications Requirements		6
Fine Arts Requirements		3
Humanities Requirements		6
Social Sciences Requirements		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

### COMPUTER SCIENCE Suggested Course Sequence

First Semester		Third Semester	
CIT 130	Completed 3 <input type="checkbox"/>	CS 135	Completed 3 <input type="checkbox"/>
General Education Courses	9 <input type="checkbox"/>	General Education Courses	3 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
		PHYS 180	3 <input type="checkbox"/>
		PHYS 180L	1 <input type="checkbox"/>
Second Semester		Fourth Semester	
CHEM 121	Completed 4 <input type="checkbox"/>	CPE 201	Completed 4 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	CS 202	3 <input type="checkbox"/>
General Education Courses	6 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	PHYS 181	3 <input type="checkbox"/>
		PHYS 181L	1 <input type="checkbox"/>

### ASSOCIATE OF SCIENCE COMPUTER SCIENCE Mission & Outcomes

**Mission:** The purpose of the Associate of Science in Computer Science degree is to prepare students with the necessary skills for transfer to a four-year university, in particular, University of Nevada, Reno. The degree is designed in such a manner as to provide students who do not have plans to continue on to a four-year university, the ability to obtain entry-level employment in the growing field of computing and information science.

**Student Learning Outcomes:** Students who complete programs in this academic area are expected to demonstrate that they

Know:

- practices and procedures required for transfer to a four-year institution,
- entry-level skill set, and
- theoretical principles relevant to their field of study.

Are able to:

- test successfully on competencies required to pass rigorous academic examinations of their skill level,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer science professional,
- acquire skills and perform tasks necessary for academic advancement,
- demonstrate effective communication and computation skills appropriate to the chosen academic discipline, and
- demonstrate the ability to obtain requirements, design, implement, test, debug and maintain computer programs in at least two computer programming languages.

Appreciate and Value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility and diversity issues of their work environment.



# ACADEMIC DEGREES

## COMPUTER TECHNOLOGY PROGRAMS

WNC's Computer Technology programs are designed to offer students access to the rapidly changing and growing opportunities in the computer and information technology career field.

The college offers five Associate of Applied Science degrees:

- Computer Networking Technology  
Network Technology Management  
Security & Information Assurance
- Convergence Technology
- Health Information Technology
- Office Technology
- Web Technology  
Web Administration  
Web Design  
Web Programming

The college offers seven Certificates of Achievement:

- Cisco Systems
- Computer Programming
- Medical Coding
- Medical Transcription
- Medical Unit Clerk
- Microcomputer/Network Technician
- Network Administration

Students also have the opportunity to achieve industry certification through nationally available testing programs.

### COMPUTER TECHNOLOGY

*CISCO Systems Certificate of Achievement*

**Salary:** \$45,000–\$68,000 / year (middle range - Nevada)

**Career Outlook:** Growth will be much faster than average through 2014

**Good To Know:** WNC is a CISCO Regional Academy

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 32 – 34 credits

Core Requirements		6 Credits
CIT 260	Systems	
Analysis and Design I		3
COT 202	Introduction to Computer Applications	3

**Subject Requirements** 16 Credits

CSCO 120B	CISCO Internetworking Academies I	4
CSCO 121B	CISCO Internetworking Academies II	4
CSCO 220B	CISCO Internetworking Academies III	4
CSCO 221B	CISCO Internetworking Academies IV	4

**General Education Requirements** 10–12 Credits

English/Communications Requirements (Must include a writing course)	6
Human Relations Requirement	1–3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

#### COMPUTER TECHNOLOGY CISCO SYSTEMS Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
COT 202	3 <input type="checkbox"/>	CIT 260	3 <input type="checkbox"/>
CSCO 120B	4 <input type="checkbox"/>	CSCO 220B	4 <input type="checkbox"/>
CSCO 121B	4 <input type="checkbox"/>	CSCO 221B	4 <input type="checkbox"/>
General Education Courses	4–6 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>

## COMPUTER TECHNOLOGY

*Computer Programming Certificate of Achievement*

**Salary:** \$48,300–\$75,600 / year (middle range - Nevada)

**Career Outlook:** Slower than average growth through 2014

**Good To Know:** Best to know more than one programming language

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 30 credits

Core Requirements		21 Credits
CIT 130	Beginning Java	3
CIT 180	Database Concepts and SQL	3
CIT 260	Systems Analysis and Design I	3
IS 101	Introduction to Information Systems	3

**Choose 9 credits from the following**

CIT 132	Beginning Visual Basic	3
CIT 133	Beginning C++	3
CIT 230	Advanced Java	3
CIT 232	Advanced Visual Basic	3
CIT 233	Advanced C++	3
CS 135	Computer Science I	3
CS 202	Computer Science II	3

**General Education Requirements** 9 Credits

English/Communications Requirements (Must include a writing course)	3
Human Relations Requirement	3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

#### COMPUTER TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
CIT 130	3 <input type="checkbox"/>	CIT 260	3 <input type="checkbox"/>
CIT 180	3 <input type="checkbox"/>	Degree Electives	6 <input type="checkbox"/>
Degree Electives	3 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
General Education Courses	3 <input type="checkbox"/>		
IS 101	3 <input type="checkbox"/>		

#### COMPUTER TECHNOLOGY - COMPUTER PROGRAMMING

##### Certificate of Achievement Mission & Outcomes

**Mission:** The Certificate of Achievement in Computer Programming is designed to give students the tools to not only make them better computer programmers, but to make them attractive to employers who are seeking entry-level employees with computer programming skills.

**Student Learning Outcomes:** Students who complete programs in this academic area are expected to demonstrate that they know:

- practices and procedures required for entry level employment, entry level skill set, and
- the theoretical principles relevant to computer information technology.

Are able to:

- test successfully on competencies required to pass industry certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,
- demonstrate effective communication and computation skills appropriate to the field of computer information technology, and
- define a programming project scope, budget and schedule, then design, implement, test, debug, and maintain a software solution in at least two computer programming languages.

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and standards of social, ethical, legal, accessibility, and diversity issues of their work environment.



# ACADEMIC DEGREES

## COMPUTER TECHNOLOGY

### Microcomputer/Network Technician Certificate of Achievement

This certificate is designed to provide the skills required of 'Help Desk' or computer support personnel.

**Salary:** \$45,000–\$68,500 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** People & technical skills needed

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 33 – 35 credits

Core Requirements		6 Credits
COT 202	Introduction to Computer Applications	3
ET 102B	Basic DC Electronics	3

Subject Requirements		17 Credits
CIT 110	A+ Hardware	3
CIT 111	A+ Software	3
CIT 112B	Network +	3

**Choose 8 credits from**

CIT 198B	Special Topics in Computer Information	4
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 215	Microsoft Networking V	4-8

**General Education Requirements** 10–12 Credits

English/Communications Requirements (Must include a writing course) 6

Human Relations Requirement 1–3

Mathematics Requirement 3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### COMPUTER TECHNOLOGY MICROCOMPUTER/NETWORK TECHNICIAN Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
CIT 110	3 <input type="checkbox"/>	CIT 112B	3 <input type="checkbox"/>
CIT 111	3 <input type="checkbox"/>	CIT Elective	4 <input type="checkbox"/>
CIT Elective	4 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>
ET 102B	3 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
General Education Courses	4–6 <input type="checkbox"/>		

## COMPUTER TECHNOLOGY

### Network Administration Certificate of Achievement

**Salary:** \$45,000–\$72,000 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Administrators design, install & support networks

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 32 – 34 credits

Core Requirements		6 Credits
CIT 260	Systems Analysis and Design I	3
COT 202	Introduction to Computer Applications	3

Subject Requirements		16 Credits
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4

**Choose 8 credits from**

CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 215	Microsoft Networking V	4-8

**General Education Requirements** 10–12 Credits

English/Communications Requirements (Must include a writing course) 6

Human Relations Requirement 1–3

Mathematics Requirement 3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### COMPUTER TECHNOLOGY NETWORK ADMINISTRATION Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
CIT 211	4 <input type="checkbox"/>	CIT 260	3 <input type="checkbox"/>
CIT 212	4 <input type="checkbox"/>	CIT Electives	8 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
General Education Courses	4–6 <input type="checkbox"/>		

## MICROSOFT CERTIFICATION AND LICENSING PREPARATION

**Microsoft Certified Desktop Support Technician (MCDST)** - Microsoft Certified Desktop Support Technicians (MCDSTs) have the technical and customer service skills to troubleshoot hardware and software operation issues in Microsoft Windows environments. MCDST candidates are required to pass two independently administered exams.

**Total Requirements:** 8 credits

**Certification Requirements** 8 Credits

CIT 211 Microsoft Networking I 4

CIT 215 Microsoft Networking V 4

\* TOPIC: Supporting & Troubleshooting Applications on Windows XP

**Microsoft Certified Systems Administrators (MCSA)** - Microsoft Certified Systems Administrators (MCSAs) administer network and systems environments based on the Microsoft Windows platforms. Specializations include MCSA: Messaging and MCSA: Security. MCSA candidates are required to pass four independently administered exams.

**Total Requirements:** 16 credits

**Certification Requirements** 16 Credits

CIT 211 Microsoft Networking I 4

CIT 212 Microsoft Networking II 4

CIT 213 Microsoft Networking III 4

CIT 215 Microsoft Networking V 4

**Microsoft Certified Systems Engineers (MCSE)** - Microsoft Certified Systems Engineers (MCSEs) design and implement an infrastructure solution based on the Windows platform and Microsoft Windows Server System software. Specializations include MCSE: Messaging and MCSE: Security. MCSE candidates are required to pass seven independently administered exams. Three electives are required to complete Microsoft's MCSE certification, including one focused on design.

**Total Requirements:** 28 credits

**Certification Requirements** 28 Credits

CIT 211 Microsoft Networking I 4

CIT 212 Microsoft Networking II 4

CIT 213 Microsoft Networking III 4

CIT 214 Microsoft Networking IV 4

CIT 215 Microsoft Networking V 4

CIT 215 Microsoft Networking V 4

CIT 215 Microsoft Networking V 4

WNC Academic Division: For more information about this program of study, please contact the Business Division.



# ACADEMIC DEGREES

## COMPUTER TECHNOLOGY

### *Computer Networking Technology Associate of Applied Science*

This program is designed for students seeking career skills in computer networking environments. Choose one of three specializations to customize the program: Network Technology Management, Security and Information Assurance, or Transfer Option.

**Salary:** \$45,000–\$72,000 / year (middle range - Nevada)

**Career Outlook:** Much faster than average growth through 2014

**Good To Know:** Businesses & government are investing heavily in 'cyber-security'

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 62 credits

Program Requirements		38 Credits
CIT 161B	Essentials of Information Security	3
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4
CSCO 120B	CISCO Internetworking Academies I	4
CSCO 121B	CISCO Internetworking Academies II	4
IS 101	Introduction to Information Systems	3

### Specialization Requirements

**Choose 16 credits from one of the following three specializations:**

#### NETWORK TECHNOLOGY MANAGEMENT

CIT 260	Systems Analysis and Design I	3
CSCO 130B	Fundamentals of Wireless LANs	4
MGT 201	Principles of Management	3
or MGT 212	Leadership & Human Relations	
or MGT 283	Introduction to Human Resources Management	

Choose two courses from the following:

CIT 180	Database Concepts and SQL	3
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 215	Microsoft Networking V	4
CIT 255	Web Server Administration I	3
CIT 256	Web Server Administration II	3
CSCO 220B	CISCO Internetworking Academies III	4
CSCO 221B	CISCO Internetworking Academies IV	4

#### SECURITY AND INFORMATION ASSURANCE

STAT 152	Introduction to Statistics	3
Any one course from the following: CA, CIT, COT, CSCO or IS course		1
Choose four courses from the following:		
CIT 173	Linux Installation and Configuration	3
CIT 264B	Operating System Security	3
CIT 265B	Infrastructure Security	3
CIT 266B	Operational/Organizational Security	3
CIT 267B	Communication Security	3
CIT 268B	Cryptography	3

#### CUSTOMIZED OPTION

Students may take 16 credits, depending upon the specialization or the requirements of the transfer institution. Prior department approval required. More than 16 credits may be required.

General Education Requirements		24 Credits
English/Communications Requirement		
(Recommended: BUS 107 & BUS 108; Must include a writing course)		6
Human Relations Requirement		3
Humanities/Social Science Requirements		3
Mathematics Requirement (Recommended: MATH 126 or higher)		3
Science Requirement		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements can be found on the Associate of Applied Science Degree Requirements page.

## COMPUTER TECHNOLOGY NETWORK TECHNOLOGY MANAGEMENT

### Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3	CIT 211	4
CSCO 120B	4	CIT 212	4
CSCO 121B	4	Degree Elective	3
Degree Elective	3	US/Nev. Constitution	3
IS 101	3		
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3	CIT 161B	3
CIT 201B, CIT 202B, CIT 203B		Humanities/Social Science	
or CIT 204B	3	Course	3
CIT 260	3	MATH 126 or higher	3
CSCO 130B	4	MGT 201, MGT 212 or	
Science Elective	3	MGT 283	3
		Science Elective	3

## COMPUTER TECHNOLOGY SECURITY & INFORMATION ASSURANCE

### Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3	CIT 211	4
CSCO 120B	4	CIT 212	4
CSCO 121B	4	Degree Elective	3
Degree Elective	3	US/Nev. Constitution	3
IS 101	3		
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3	CIT 161B	3
CIT 201B, CIT 202B,		Humanities/Social Science	
CIT 203B or CIT 204B	3	Course	3
CIT 260	3	MATH 126 or higher	3
CSCO 130B	4	MGT 201, MGT 212	
Science Elective	3	or MGT 283	3
		Science Elective	3

## COMPUTER TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

### Mission & Outcomes

**Mission:** The purpose of the Associate of Applied Science degree in Computer Networking Technology is to provide graduates with up-to-date training in the management of information resources, including computer and networking operations, infrastructure and information security.

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they know:

- practices and procedures required for entry level employment,
- entry level skill set, and
- theoretical principles relevant to their emphasis.

Are able to:

- test successfully on competencies required to pass industry standard certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,
- demonstrate effective communication and computation skills appropriate to the chosen occupational field.

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment.



# ACADEMIC DEGREES

## CONSTRUCTION TECHNOLOGY PROGRAM

The Construction Technology program prepares students for careers within the various construction industry disciplines. As construction technology students will possess a diversity of work experiences, skills and interests, the program accommodates a variety of study areas and competency levels to address student and industry needs.

The college offers both an associate degree and a new bachelor's degree in the field.

The program offers instruction which is critical to preparing skilled employees in the following areas:

- Construction Project Management
- Construction Management

The college also offers classes toward licensure in:

- Certified Inspector of Structures

### CONSTRUCTION TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science degree in Construction Technology is to prepare students for entry level and mid-level positions within the various construction industry disciplines.

**Student Learning Outcomes:** Expectations for students completing the Construction Technology curriculum are as follows:

#### Construction Project Management

- know the tasks, responsibilities, and industry standards of the various trades,
- understand the responsibilities of subcontractors, general contractors, superintendents, project managers, architects and engineers,
- demonstrates the ability to communicate with the above entities per industry standards,
- demonstrates the ability to produce a construction schedule,
- understands the implementation and coordination of a construction schedule,
- demonstrates the ability to write construction contracts per industry standards,
- demonstrates an understanding of construction law,
- utilizes the various resources available to explore new construction methods an insure quality control,
- demonstrates the ability to favorably represent himself or herself to a potential employer.

#### Certified Inspector of Structures

- demonstrates an understanding of all components within a certified inspection,
- demonstrates the ability to conduct a certified inspection per NRS 645D,
- demonstrates the ability to produce a credible, professional report consistent with NRS 645D,
- successfully completes the State of Nevada examination for Certified Inspector of s1 Structures-Residential.



## CONSTRUCTION TECHNOLOGY

### *Construction Project Management Associate of Applied Science*

The Construction Project Management emphasis provides management training that addresses topics of critical importance to sub-contractors, general contractors, superintendents and project managers. Students will study contract administration, coordination, negotiation, quality control and the management of labor resources, equipment and materials.

**Salary:** \$45,800–\$68,200 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** About 47 percent are self-employed.

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

#### Total Requirements: 63 credits

#### Core Requirements

	15 Credits
BI 101B	Introduction to Building Codes
CONS 108B	Construction Materials and Methods
CONS 120B	Blueprint Reading and Specification
CONS 121B	Principles of Construction Estimating
CONS 205B	Construction Site Safety
CONS 282B	Construction Law

#### Emphasis Requirements

	24 Credits
AC 198B	Special Topics in HVAC
CONS 114B	Soils, Sitework, Concrete and Testing
CONS 116B	Plumbing Principles and Methods
CONS 118B	Construction Contract Documents
CONS 216B	Structural Layout Assembly
CONS 230B	Electrical Distribution System
CONS 281B	Construction Planning Scheduling And Control
CONS 290B	Internship in Construction
SUR 119B	Construction Surveying

#### General Education Requirements

	24 Credits
English/Communications Requirement	
(Recommended: BUS 107, BUS 108)	6
Human Relations Requirement (Recommended: BUS 110B)	3
Humanities/Social Science Requirements	3
Mathematics Requirement (Recommended: MATH 110B)	3
Science Requirement (Recommended: PHYS 100)	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

### CONSTRUCTION TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	CONS 116B	2 <input type="checkbox"/>
CONS 108B	3 <input type="checkbox"/>	CONS 118B	3 <input type="checkbox"/>
CONS 120B	3 <input type="checkbox"/>	CONS 216B	2 <input type="checkbox"/>
MATH 110B	3 <input type="checkbox"/>	CONS 281B	3 <input type="checkbox"/>
U.S./Nevada Constitution	3 <input type="checkbox"/>	PHYS 100	3 <input type="checkbox"/>
		SUR 119B	4 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BI 101B	3 <input type="checkbox"/>	AC 198B	2 <input type="checkbox"/>
BUS 108	3 <input type="checkbox"/>	BUS 110B	3 <input type="checkbox"/>
CONS 121B	3 <input type="checkbox"/>	CONS 114B	3 <input type="checkbox"/>
CONS 205B	1 <input type="checkbox"/>	CONS 230B	2 <input type="checkbox"/>
CONS 282B	2 <input type="checkbox"/>	CONS 290B	2 <input type="checkbox"/>
Humanities/ Social Science Course	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>

# ACADEMIC DEGREES

## CONSTRUCTION MANAGEMENT

### *Bachelor of Technology*

The Bachelor of Technology degree in Construction Management provides associate degree students, new students and skilled workers with an educational route toward a career as a construction manager or supervisor. The 128-credit program combines knowledge in construction methods, planning and project management with business and supervisory skills. It allows those who have completed an associate degree in construction technology to progress academically and earn a bachelor's degree. It also allows those already working in the construction field to enroll in an applicable baccalaureate degree program and expand career advancement possibilities. Students must meet with a counselor and be admitted into the program.

Information..... 775-445-3267

Salary: \$58,600-\$103,800 / year (middle range - Nevada)

Career Outlook: Average growth through 2014.

Good To Know: Those with a bachelor's degree have a better chance of finding jobs and earning higher pay. Most managers supervise several areas at once, and new building technologies require more supervision.

WNC Academic Division: For more information about this program of study, please contact the Technology Division.

### **Total Requirements: 128 credits**

<b>Business Core</b>		18 Credits
ACC 201	Financial Accounting	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
ECON 261	Principles of Statistics I	3
MGT 323	Organizational Behavior and Interpersonal Behavior	3
MGT 367	Human Resource Management	3

### **Construction Core Requirements** 62 Credits

AC 198B	Special Topics in HVAC	2
BI 101B	Introduction to Building Codes	3
CADD 120B	Architectural Drafting I	3
CEE 411	Environmental Law	3
CEE 462	Construction Cost Estimating	3
CEE 463	Project Scheduling	3
CEE 464	Construction Law	2
CEE 465	Construction Cost Accounting	2
CEE 466	Construction Management	2
CEE 495	Special Topics	3
CONS 108B	Construction Materials and Methods	3
CONS 114B	Soils, Sitework, Concrete and Testing	3
CONS 116B	Plumbing Principles and Methods	2
CONS 118B	Construction Contract Documents	3
CONS 120B	Blueprint Reading and Specification	3
CONS 121B	Principles of Construction Estimating	3
CONS 205B	Construction Site Safety	1
CONS 216B	Structural Layout Assembly	2
CONS 230B	Electrical Distribution System	2
CONS 281B	Construction Planning Scheduling And Control	3
CONS 351	Advanced Project Supervision	5
CONS 451	Advanced Internship in Construction	2
SUR 119B	Construction Surveying	4

### **General Education Requirements** 48 Credits

Choose from the list on the right.

## CONSTRUCTION TECHNOLOGY

### *Certified Inspector of Structures State of Nevada*

These licensing programs fulfill the minimum course requirements needed for licensure as a certified inspector of structures-residential. For more information please contact State of Nevada, Real Estate Division, or Bill Oney at 775-445-3353.

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

### **Total Requirements: 10 credits**

License Requirements		10 Credits
CONS 260B	Certified Inspectors of Structures-Residential	3
CONS 261B	Under-Floor Inspections-Certified Inspector	1
CONS 262B	Above-Floor Inspections for Certified Inspector	2
CONS 263B	Supervised Residential Inspections for Certification	4

### **Bachelor of Technology in Construction Management General Education List**

#### **Capstone Course-9 credits.** Choose from:

Communication: 412 Management: 462, 469  
Economics: 334, 365

#### **English/Communications Requirements-9-11 credits.** Choose from:

Business: 107, or English: 100, or 101  
Communication: 113 or 213 or 215 English: 102

#### **Fine Arts Requirement-3 credits.** Choose from:

Art: 100, 101, 124, 160, 224, 260, 261 Music: 111, 121  
Dance: 101 Theatre: 100, 105, 180  
Humanities: 101

#### **Humanities Requirement-3 credits.** Choose from:

Core Humanities: 201, 202  
English: 200, 223, 231, 232, 243, 250, 252, 261, 266, 267, 271, 275  
History: 105, 106, 207, 247  
Philosophy (except for PHIL 102, 105, 114)

#### **Mathematics and Science Requirements-15 credits.** Choose from:

a minimum of 5 credits in mathematics and 7 credits in science.

Mathematics	Science
Mathematics: 126 & 127, 128 or higher	Chemistry: 100, 121, 201
Statistics: 152	Environmental Studies: 100
	Geology: 100, 101, 103
	Physics: 100, 151, 180

#### **Social Sciences Requirement-6 credits.** Choose from:

3 credits must be an upper division course (300-400 level, see a counselor).

Anthropology: 101, 201, 202, 205, 210, 212  
Core Humanities: 203  
Criminal Justice: 101, 102, 220, 230, 270  
Geography: 106  
History: 101, 102, 111, 217, 295  
Journalism: 101  
Political Science: 103, 105, 108, 208, 231, 295, 299  
Psychology (except for PSY 210)  
Social Work: 220  
Sociology (except for SOC 210)

#### **U.S. and Nevada Constitution Requirements-3 or 6 credits.** Choose from:

Core Humanities: 203  
History: 111, or  
History: 101 & 217, or  
History: 101 & 102, or  
Political Science: 103, or  
History and Political Science Combination (History 101, and, PSC 208)



# ACADEMIC DEGREES

## CONVERGENCE TECHNOLOGY

### Associate of Applied Science

The Convergence Technology degree is designed to prepare students with a breadth of knowledge in the primary areas of convergence: Data Networking, Telephony, and Convergence, with areas of focus in wireless LANs, VoIP (Voice over IP), network security, telephony and troubleshooting of converged networks. Convergence technology is the merging of voice, video and data on a single network, integrating telecommunications and computer technology in a way that opens powerful new avenues of communication.

**Salary:** \$44,500–\$72,000 / year (middle range - U.S.)

**Career Outlook:** High demand through 2014

**Good To Know:** Technicians are a necessity for unified communications solutions for voice, data and video

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 64 credits

Core Requirements		40 Credits
CIT 129	Introduction to Programming	3
CIT 165B	Introduction to Convergence	3
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4
CSCO 120B	CISCO Internetworking Academies I	4
CSCO 121B	CISCO Internetworking Academies II	4
ET 131B	Electronics I	4
ET 155B	Home Technology Convergence	4
ET 265B	Fundamentals of Telecommunications	3

**Choose at least 7 credits from the following convergence electives:**

ET 132B	Electronics II	4
ET 198B	Special Topics in Electronics	3-6
ET 200B	Electronics Projects	3-6
CIT 161B	Essentials of Information Security	3
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 269B	Advanced Convergence	3
CSCO 220B	CISCO Internetworking Academies III	4
CSCO 221B	CISCO Internetworking Academies IV	4
CSCO 130B	Fundamentals of Wireless LANs	4

**General Education Requirements** 24 Credits

English/Communications Requirement	
(Recommended: BUS 107 & BUS 108; Must include a writing course)	6
Human Relations Requirement	3
Humanities/Social Science Requirements	3
Mathematics Requirement	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

### CONVERGENCE TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	CIT 211	4 <input type="checkbox"/>
CSCO 120B	4 <input type="checkbox"/>	CIT 212	4 <input type="checkbox"/>
CSCO 121B	4 <input type="checkbox"/>	ET 155B	4 <input type="checkbox"/>
ET 131B	4 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	Social Science/ Humanities Course	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3 <input type="checkbox"/>	Convergence Elective	4 <input type="checkbox"/>
CIT 129	3 <input type="checkbox"/>	ET 265B	3 <input type="checkbox"/>
CIT 165B	3 <input type="checkbox"/>	Human Relations Course	3 <input type="checkbox"/>
Convergence Elective	3 <input type="checkbox"/>	US/Nev. Constitution	3 <input type="checkbox"/>
MATH Course	3 <input type="checkbox"/>		

### ASSOCIATE OF APPLIED SCIENCE CONVERGENCE TECHNOLOGY

#### Mission & Outcomes

**Mission:** The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they know:

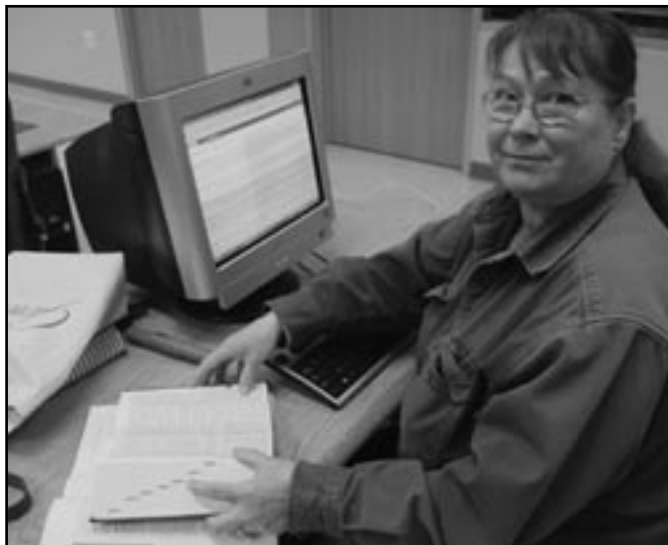
- the subject matter appropriate to the emphasis of the degree

Are able to:

- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement

Have developed:

- an appreciation of the importance of social, ethical, legal and diversity issues
- an appreciation of the need and importance of lifelong learning



# ACADEMIC DEGREES

## CRIMINAL JUSTICE PROGRAM

WNC offers associate degrees and certificates of achievement in the field of criminal justice. Two-year associate degrees include:

- Criminal Justice
- Criminal Justice Transfer Program
- Law Enforcement/Police Academy

One-year certificate programs are offered in the following areas for students desiring more basic skills:

- 9-1-1 Dispatch Telecommunications
- Law Enforcement/Academy

Criminal Justice programs are listed alphabetically.

### CRIMINAL JUSTICE

#### *Associate of Applied Science*

The Criminal Justice Associate of Applied Science degree prepares students for a career in Law Enforcement, whether it be Probation and Parole, Corrections, Juvenile Justice or Law Enforcement. With this degree, students will understand the basics of criminal law and law enforcement pertaining to each of these career areas.

**Salary:** \$44,000–\$64,700 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Must be physically fit; may work weekends, holidays & nights

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

**Total Requirements:** 60 credits

Core Requirements		18 Credits
CRJ 101	Introduction to Criminal Justice I	3
CRJ 102	Introduction to Criminal Justice II	3
CRJ 164	Principles of Investigation	3
CRJ 220	Criminal Procedures	3
CRJ 230	Criminal Law	3
CRJ 270	Introduction to Criminology	3

**Emphasis Requirements** 18 Credits

**Choose 9 credits from the following:**

CRJ 106	Introduction to Corrections	3
CRJ 155	Juvenile Justice System	3
CRJ 211	Police in America	3
CRJ 225	Criminal Evidence	3
CRJ 265	Introduction to Physical Evidence	3

#### CRIMINAL JUSTICE ASSOCIATE OF APPLIED SCIENCE

##### Mission & Outcomes

**Mission:** The purpose of the Associate of Applied Science in Criminal Justice is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete Associate of Applied Science in Criminal Justice are expected to demonstrate that they

- Meet the general education requirements of WNC
- Maintain the proper attitude for Law Enforcement
- Articulate the legal requirements of search and seizure
- Recognize and evaluate criminal law
- Process crime scenes
- Demonstrate the difference between juvenile and adult crime
- Analyze theories for committing crime

**Choose 9 credits from the following:**

BUS 107	Business Speech Communications	3–6
or BUS 108	Business Letters and Reports	
COM 113	Fundamentals of Speech Communication	3
COT 105	Computer Literacy	3
or COT 113	Integrated Software	
or COT 202	Introduction to Computer Applications	
CPD 116	Substance Abuse-fundamental Facts	3
or CPD 117	Introduction to Counseling	
CRJ 295	Work Experience - Corrections	1–6
or CRJ 296	Work Experience - Juvenile Justice	
or CRJ 297	Work Experience - Law Enforcement	
or CRJ 298	Work Experience - Probation and Parole	
IS 101	Introduction to Information Systems	3
MGT 201	Principles of Management	3–6
or MGT 212	Leadership & Human Relations	
or MGT 235	Organizational Behavior	
or MGT 283	Introduction to Human Resources Management	
SW 220	Introduction to Social Work	3–6
or SW 230	Crisis Intervention	

**General Education Requirements** 24 Credits

English/Communications Requirement (Recommended: ENG 101, ENG 102; must include a writing course)	6
Humanities/Social Science Requirements (Humanities Course Required)	3
Mathematics Requirement	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3
General Electives	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

Note: Students are REQUIRED to complete a POST certified course to become a law enforcement officer in Nevada. This degree does NOT take the place of that certification.





# ACADEMIC DEGREES

## CRIMINAL JUSTICE

### Associate of Arts Transfer Emphasis

The Criminal Justice transfer emphasis is an Associate of Arts degree for students who are planning to transfer to the University of Nevada, Reno, the University of Nevada, Las Vegas, or any other four-year institution.

**Salary:** \$54,000–\$76,000 / year (middle range - Nevada)

**Career Outlook:** Depends on specialization; demand is strong for investigators & detectives

**Good To Know:** Must enforce laws, gather facts & evidence; may also work with the public

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

#### Total Requirements: 60 credits

Core Requirements	21–24 Credits
CRJ 101 Introduction to Criminal Justice I	3
CRJ 102 Introduction to Criminal Justice II	3
CRJ 106 Introduction to Corrections	3
or CRJ 211 Police in America	
CRJ 164 Principles of Investigation	3
CRJ 222 Criminal Law and Procedure	3
or CRJ 220 Criminal Procedures	
or CRJ 230 Criminal Law	
CRJ 225 Criminal Evidence	3
CRJ 270 Introduction to Criminology	3

#### General Education Requirements

36–39 Credits

English/Communications Requirements (ENG 101 & ENG 102 Required)	6
Fine Arts Requirement	3
Humanities Requirement	6
Mathematics Requirement	3
Science Requirement	6
Social Sciences Requirement	3
U.S. and Nevada Constitution Requirements	3
General Electives	6–9
(Recommended: ANTH 101, CPD 116, CPD 117, PSY 101, PSY 233, PSY 234, PSY 280, SOC 101, SW 230, up to eight credits of Spanish courses)	
* A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts Degree Requirements page.	

#### CRIMINAL JUSTICE Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
CRJ 101	3 <input type="checkbox"/>	CRJ 225	3 <input type="checkbox"/>
CRJ 106 or CRJ 211	3 <input type="checkbox"/>	CRJ 270	3 <input type="checkbox"/>
ENG 101	3 <input type="checkbox"/>	Degree Electives	3 <input type="checkbox"/>
General Education Courses	6 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
CRJ 102	3 <input type="checkbox"/>	CRJ 222	3 <input type="checkbox"/>
CRJ 164	3 <input type="checkbox"/>	Degree Electives	3 <input type="checkbox"/>
Degree Electives	3 <input type="checkbox"/>	General Education Courses	9 <input type="checkbox"/>
ENG 102	3 <input type="checkbox"/>		
General Education Courses	3 <input type="checkbox"/>		

## CRIMINAL JUSTICE

### 9-1-1 Dispatch Telecommunications Certificate of Achievement

**Salary:** \$37,200–\$55,600 / year (middle range - Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** Bilingual dispatchers are in great demand

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

#### Total Requirements: 31 – 34 credits

Core Requirements	12 Credits
CRJ 260B 911 Dispatch Emergency Telecommunicator Academy	12

#### Subject Requirements

9–10 Credits

CRJ 101 Introduction to Criminal Justice I	3
CRJ 102 Introduction to Criminal Justice II	3
SPAN 101B Spanish, Conversational I	3
or SPAN 111 First Year Spanish I	4

#### General Education Requirements

10–12 Credits

English/Communications Requirements (Must include writing course)	6
Human Relations Requirement	1–3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

#### CRIMINAL JUSTICE ASSOCIATE OF ARTS

##### Mission & Outcomes

**Mission:** The purpose of the Applied Science degree is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

**Student Learning Outcomes:** Students who complete their Associate of Arts degree in Criminal Justice are expected to demonstrate that they

- Meet the general education requirements of WNC
- Recognize and evaluate laws pertaining to Criminal Justice
- Develop strategies for maintaining order
- Converse in the history of law enforcement
- Analyze theories for committing crime
- Maintain the proper attitude for law enforcement
- Have an acute awareness of cultural diversity



# ACADEMIC DEGREES

## CRIMINAL JUSTICE

### *Law Enforcement/Academy Associate of Applied Science*

The Law Enforcement Academy emphasis is designed to prepare students for various careers within the field of criminal justice. In Nevada, a Category I and III Post Certificate is necessary for most local and state jobs in the criminal justice field. This major, with the Western Nevada State Peace Officer Academy as the emphasis, allows a student to go right into a criminal justice career in Nevada.

**Salary:** \$46,500–\$64,700 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Communication skills are important; may work weekends, holidays and nights

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

**Total Requirements:** 66.5 credits

Core Requirements		18 Credits
CRJ 101	Introduction to Criminal Justice I	3
CRJ 102	Introduction to Criminal Justice II	3
CRJ 164	Principles of Investigation	3
CRJ 220	Criminal Procedures	3
CRJ 230	Criminal Law	3
CRJ 270	Introduction to Criminology	3

**Emphasis Requirements** 33.5 Credits

CRJ 103	Communication Within the Criminal Justice Field	3
CRJ 266B*	Western Nevada State Peace Officer Academy	27
EMS 100B	Healthcare Provider CPR	0.5
EMS 113B	First Responder	3

\* Spring and summer classes that will fulfill the POST requirement

**General Education Requirements** 15 Credits

English/Communications Requirement (Recommended: ENG 101)	3
Mathematics Requirement	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

Note: Documentation and currency of health insurance (card) is required.

### CRIMINAL JUSTICE Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
CRJ 101	3 <input type="checkbox"/>	CRJ 230	3 <input type="checkbox"/>
General Education Courses	9 <input type="checkbox"/>	CRJ 270	3 <input type="checkbox"/>
		General Education Courses	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
CRJ 102	3 <input type="checkbox"/>	CRJ 103	3 <input type="checkbox"/>
CRJ 164	3 <input type="checkbox"/>	CRJ 266B	27 <input type="checkbox"/>
CRJ 220	3 <input type="checkbox"/>	EMS 100B	0.5 <input type="checkbox"/>
General Education Courses	3 <input type="checkbox"/>	EMS 113B	3 <input type="checkbox"/>

## CRIMINAL JUSTICE

### *Law Enforcement/Academy Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

**Total Requirements:** 39.5 credits

**Core Requirements** 33.5 Credits

CRJ 103	Communication Within the Criminal Justice Field	3
CRJ 266B	Western Nevada State Peace Officer Academy	27
EMS 100B	Healthcare Provider CPR	0.5
EMS 113B	First Responder	3

\* Spring and summer classes that will fulfill the POST requirement

**General Education Requirements** 6 Credits

English/Communications Requirements (Recommended: ENG 101)	3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### CRIMINAL JUSTICE

#### LAW ENFORCEMENT/ACADEMY CERTIFICATE OF ACHIEVEMENT

##### Mission & Outcomes

**Mission:** The purpose of the Certificate of Achievement in Law Enforcement is to ensure that the students have the necessary knowledge and skills to become a Peace Officer in the state of Nevada, take, and pass the Peace Officers Standards and Training test.

##### Student Learning Outcomes:

- Prepare to become Law Enforcement Officers in the state of Nevada by getting all necessary education and skills required by the state of Nevada
- Be properly prepared to take and pass the Police Officers Standards and Training test for the state of Nevada

### CRIMINAL JUSTICE

#### LAW ENFORCEMENT/ACADEMY ASSOCIATE OF APPLIED SCIENCE

##### Mission & Outcomes

**Mission:** The purpose the Associate of Applied Science in Criminal Justice/Law Enforcement Academy (Western Nevada State Peace Officer Academy) is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete the Associate of Applied Science in Criminal Justice/Law Enforcement Academy are expected to demonstrate that they

- Have met the general education requirements of WNCC
- Maintain proper professional attitude for law enforcement
- Articulate the legal requirements of search and seizure
- Recognize and evaluate criminal law
- Process crime scenes
- Maintain crime scenes
- Analyze theories for committing crimes
- Are prepared to take and pass the Police Officer Standards and Training test to become deputy sheriffs, police officers, juvenile probation officers, attorney general investigators, district attorney investigators, parole and probation officers, and correctional officers



## ACADEMIC DEGREES

### CUSTOMER SERVICE

#### *Certificate of Achievement*

The Customer Service Certificate of Achievement supports student opportunities in careers which focus on the service industry. It is designed to develop vital skills for success in all facets of business and industry. Emphasis focuses on effective communication, problem solving and customer satisfaction.

**Salary:** \$22,600–\$34,400 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Positions are located throughout the country in various types of companies.

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

#### **Total Requirements:** 30 credits

<b>Subject Requirements</b>		15 Credits
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations For Employment	3
or MGT 212	Leadership & Human Relations	
BUS 112B	Customer Service	3
BUS 113B	Workplace Attitude Development	1
BUS 114B	Effective Listening and First Impressions	1
BUS 115B	Workplace Time Management & Goal Setting	1
BUS 116B	Effective Telephone Techniques	1
BUS 118B	Resolving Customer Complaints	1
BUS 119B	Work Decision Making & Conflict Resolution	1

#### **Subject Requirements** 6 Credits

Choose 6 credits from the following		
BUS 286B	Developing Your Resume	1
BUS 287B	Interviewing Techniques	1
MGT 201	Principles of Management	3
MGT 235	Organizational Behavior	3
MGT 283	Introduction to Human Resources Management	3
Choose from any ACC prefix		3
Choose from any CIT, COT or IS prefix.		0.5–1
Choose from any MKT prefix.		1–6

#### **General Education Requirements** 9 Credits

English/Communications Requirements		
(Recommended: BUS 107, BUS 108; Must include a writing course)		6
Mathematics Requirement		
(BUS 109B or higher level mathematics course)		3
* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.		

### CUSTOMER SERVICE

#### *Certificate of Completion Options*

The Customer Service Certificates of Completion allow students to choose four, eight, or all 12 credits and earn certificates which document their efforts in this vital specialty area. Students also have the opportunity to expand on their experience and earn the 30-credit Certificate of Achievement.

Level One: 4 Credit Certificate

Level Two: 8 Credit Certificate

Level Three: 12 Credit Certificate

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

#### **Total Requirements:** 4 – 12 credits

#### **Certification Requirements** 4–12 Credits

##### **Choose 4, 8 or 12 credits from the following**

BUS 110B	Human Relations For Employment	3
or MGT 212	Leadership & Human Relations	
BUS 112B	Customer Service	3
BUS 113B	Workplace Attitude Development	1
BUS 114B	Effective Listening and First Impressions	1
BUS 115B	Workplace Time Management & Goal Setting	1
BUS 116B	Effective Telephone Techniques	1
BUS 118B	Resolving Customer Complaints	1
BUS 119B	Work Decision Making & Conflict Resolution	1



# ACADEMIC DEGREES

## DEAF STUDIES

*Associate of Arts*

The Deaf Studies degree will prepare students for transfer to a bachelor's program/degree in Deaf Studies or a related academic field. Courses will help students develop knowledge about American Sign Language, cultural impacts related to being deaf or hard of hearing, and the state of Nevada statutory regulations which govern interpreting.

**Salary:** \$27,400–\$67,700 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Interpreters may be paid by the day, often by the courts or schools

**WNC Academic Division:** For more information about this program of study, please contact the Communication and Fine Arts Division.

**Total Requirements:** 60 credits

Program Requirements		24 Credits
AM 145	American Sign Language I	4
AM 146	American Sign Language II	4
AM 147	American Sign Language III	4
AM 148	American Sign Language IV	4
AM 151	Fingerspelling I	1
AM 152	Fingerspelling II	1
AM 153	Deaf Culture	3
AM 154	Deaf History	3

**General Education Requirements** 36 Credits

English/Communications Requirements (ENG 101, ENG 102)	6
Fine Arts Requirement (Recommended: THTR 105)	3
Humanities Requirement	6
Mathematics Requirement (MATH 120 or higher)	3
Science Requirement	6
Social Sciences Requirement	9
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts Degree Requirements page.

### DEAF STUDIES Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
AM 145	4 <input type="checkbox"/>	AM 147	4 <input type="checkbox"/>
General Education Courses	12 <input type="checkbox"/>	AM 151	1 <input type="checkbox"/>
		AM 153	3 <input type="checkbox"/>
		General Education Courses	6 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
AM 146	4 <input type="checkbox"/>	AM 148	4 <input type="checkbox"/>
AM 154	3 <input type="checkbox"/>	AM 152	1 <input type="checkbox"/>
General Education Courses	9 <input type="checkbox"/>	General Education Courses	9 <input type="checkbox"/>

## AMERICAN SIGN LANGUAGE

*Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Communication and Fine Arts Division.

**Total Requirements:** 30 credits

Subject Requirements		18 Credits
AM 145	American Sign Language I	4
AM 146	American Sign Language II	4
AM 147	American Sign Language III	4
AM 148	American Sign Language IV	4
AM 151	Fingerspelling I	1
AM 152	Fingerspelling II	1

**General Education Requirements** 12 Credits

English/Communications Requirements (Must include a writing course)	6
Human Relations Requirement	3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### AMERICAN SIGN LANGUAGE Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
AM 145	4 <input type="checkbox"/>	AM 147	4 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	AM 151	1 <input type="checkbox"/>
		General Education Courses	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
AM 146	4 <input type="checkbox"/>	AM 148	4 <input type="checkbox"/>
General Education Courses	3 <input type="checkbox"/>	AM 152	1 <input type="checkbox"/>
		General Education Courses	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## DRAFTING TECHNOLOGY - ARCHITECTURAL

### Associate of Applied Science

The Drafting Technology-Architectural emphasis is designed to concentrate course work in architecturally oriented subjects. Students will be taking several courses offered through the Construction Technology Program.

**Salary:** \$38,700–\$55,200 / year (middle range - Nevada)

**Career Outlook:** Depends on specialty - greatest demand is for architectural & civil drafters, but slower than average through 2014

**Good To Know:** Specialize in drawing features of buildings & other structures

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 60 credits

Core Requirements		12 Credits
CADD 100	Introduction to Computer Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 200	Advanced Computer Aided Drafting	3
DFT 100	Basic Drafting Principles	3

Emphasis Requirements		24 Credits
BI 101B	Introduction to Building Codes	3
CADD 120B	Architectural Drafting I	3
CADD 225B	Architectural Computer Aided Drafting I	3
CONS 108B	Construction Materials and Methods	3
CONS 120B	Blueprint Reading and Specification	3

**Choose 3 credits from the following Capstone Courses:**

CADD 210B	CADD Project	3
CADD 290B	Internship in CADD	3

**Choose 6 credits from the following degree electives:**

CADD 198B	Special Topics in CADD	3
CADD 210B	CADD Project	3
CADD 220B	Architectural Drafting II	3
CADD 290B	Internship in CADD	3
CADD 295B	Independent Study	3
CONS 114B	Soils, Sitework, Concrete and Testing	3
CONS 118B	Construction Contract Documents	3
CONS 121B	Principles of Construction Estimating	3
CONS 201B	Regulatory Agencies	1
CONS 282B	Construction Law	2

\* May be taken only if not previously used to meet degree requirements.

General Education Requirements		24 Credits
English/Communications Requirement		
(Recommended: BUS 107, BUS 108 must include a writing course)		6
Human Relations Requirement (Recommended: BUS 110B)		3
Humanities/Social Science Requirements		3
Mathematics Requirement (MATH 127 or higher)		3
Science Requirement (Physics Recommended)		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## DRAFTING TECHNOLOGY - ARCHITECTURAL

### Certificate of Achievement

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 31 credits

Subject Requirements		21 Credits
CADD 100	Introduction to Computer Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 120B	Architectural Drafting I	3
CONS 120B	Blueprint Reading and Specification	3
DFT 100	Basic Drafting Principles	3
CADD Electives		6

**General Education Requirements** 10 Credits

English/Communications Requirements		
(Recommended: BUS 108; must include a writing course)		6
Human Relations Requirement		1
Mathematics Requirement		
(MATH 110B, MATH 127 or higher level math course, except STAT 152)		3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

Note: MATH 110B does not fulfill the requirement for the Associate of Drafting Technology - Architectural Emphasis.

### DRAFTING TECHNOLOGY - ARCHITECTURAL Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	BUS 110B	3 <input type="checkbox"/>
CADD 100	3 <input type="checkbox"/>	CADD 200	3 <input type="checkbox"/>
CADD 120B	3 <input type="checkbox"/>	CADD 225B	3 <input type="checkbox"/>
CONS 120B	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
DFT 100	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3 <input type="checkbox"/>	BI 101B	3 <input type="checkbox"/>
CADD 105	3 <input type="checkbox"/>	CADD 210B or CADD 290B	
CONS 108B	3 <input type="checkbox"/>	(Capstone Course)	3 <input type="checkbox"/>
MATH 127	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	Humanities/Social Science	
		Course	3 <input type="checkbox"/>
		U.S./Nevada Constitution	3 <input type="checkbox"/>

### ASSOCIATE OF APPLIED SCIENCE DRAFTING TECHNOLOGY ARCHITECTURAL

#### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science in Drafting Technology will be able to demonstrate:

- knowledge of the subject matter appropriate to the Drafting Technology.
- Are able to do the following:
- acquire skills and perform tasks necessary for employment for a career enhancement in the drafting field,
  - present themselves effectively to a potential employer,
  - effective communication and computation skills appropriate to the drafting field, and
  - utilize appropriate resources to remain current in the drafting field.



# ACADEMIC DEGREES

## DRAFTING TECHNOLOGY - CIVIL

### *Associate of Applied Science*

The Drafting Technology Civil Drafting emphasis is designed to concrete course work in civil drafting oriented subjects. Students will be taking several courses offered through the Construction Technology program.

**Salary:** \$38,700–\$55,200 / year (middle range - Nevada)

**Career Outlook:** Depends on specialty - greatest demand is for architectural & civil drafters, but slower than average through 2014

**Good To Know:** Specialize in drawings & maps of highways, pipelines & water systems

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 60 credits

Core Requirements		12 Credits
CADD 100	Introduction to Computer Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 200	Advanced Computer Aided Drafting	3
DFT 100	Basic Drafting Principles	3

Emphasis Requirements		24 Credits
CADD 230B	Civil Drafting I	3
CEE 140	Introduction to Civil Engineering	2
CONS 114B	Soils, Sitework, Concrete and Testing	3
CONS 120B	Blueprint Reading and Specification	3
SUR 119B	Construction Surveying	2

**Choose 3 credits from the following Capstone Courses:**

CADD 231B	Civil Drafting II	3
CADD 290B	Internship in CADD	3

**Choose 8 credits from the following degree electives:**

CADD 210B	CADD Project	3
CADD 225B	Architectural Computer Aided Drafting I	3
CADD 290B*	Internship in CADD	3
CONS 118B	Construction Contract Documents	3
CONS 121B	Principles of Construction Estimating	3
CONS 201B	Regulatory Agencies	1
CONS 220B	Advanced Sitework Estimating	3
CONS 282B	Construction Law	1

\* May be taken only if not previously used to meet degree requirements.

**General Education Requirements** 24 Credits

English/Communications Requirement (Recommended: BUS 107, BUS 108) Must include a writing course		6
Human Relations Requirement (Recommended: BUS 110B)		3
Humanities/Social Science Requirements		3
Mathematics Requirement (MATH 127 or higher)		3
Science Requirement (Physics Recommended)		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

### DRAFTING TECHNOLOGY - CIVIL Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	CADD 200	3 <input type="checkbox"/>
CADD 100	3 <input type="checkbox"/>	CONS 114B	3 <input type="checkbox"/>
CEE 140	2 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
Degree Elective	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
DFT 100	3 <input type="checkbox"/>	MATH 127	3 <input type="checkbox"/>
		Science Course	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 110B	3 <input type="checkbox"/>	BUS 108	3 <input type="checkbox"/>
CADD 105	3 <input type="checkbox"/>	CADD 231B or CADD 290B (Capstone Course)	3 <input type="checkbox"/>
CADD 230B	3 <input type="checkbox"/>	Degree Elective	2 <input type="checkbox"/>
CONS 120B	3 <input type="checkbox"/>	SUR 119B	2 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>

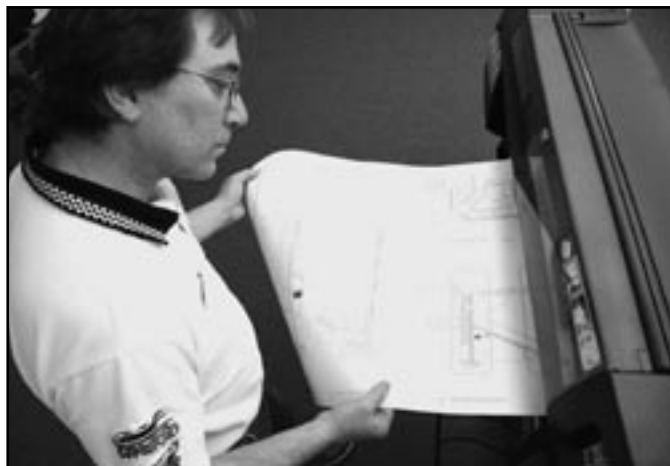
### ASSOCIATE OF APPLIED SCIENCE DRAFTING TECHNOLOGY - CIVIL

#### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science in Drafting Technology will be able to demonstrate:

- knowledge of the subject matter appropriate to the Drafting Technology.
- Are able to do the following:
  - acquire skills and perform tasks necessary for employment for a career enhancement in the drafting field,
  - present themselves effectively to a potential employer,
  - effective communication and computation skills appropriate to the drafting field, and
  - utilize appropriate resources to remain current in the drafting field.



# ACADEMIC DEGREES

## DRAFTING TECHNOLOGY - MECHANICAL

*Associate of Applied Science*

The Drafting Technology-Mechanical emphasis is designed to concentrate course work in subjects related to manufacturing and machining.

**Salary:** \$37,900–\$47,800 / year (middle range - Nevada)

**Career Outlook:** Slow than average growth through 2014

**Good To Know:** Most use computer-aided drafting (CAD) systems, but some still is done manually

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 60 credits

Core Requirements		12 Credits
CADD 100	Introduction to Computer Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 200	Advanced Computer Aided Drafting	3
DFT 100	Basic Drafting Principles	3

Emphasis Requirements		24 Credits
CADD 140	Technical Drafting I	3
CADD 141B	Technical Drafting II	3
CADD 245	Solid Modeling and Parametric Design	3
COT 204	Using Windows	3
DFT 110B	Blueprint Reading For Industry	3

**Choose 3 credits from the following Capstone Courses:**

CADD 210B	CADD Project	3
CADD 290B	Internship in CADD	3

**Choose 6 credits from the following degree electives:**

CADD 210B	CADD Project	3
CADD 242	Advanced Technical Drafting	3
CADD 260B	Introduction to CAD/CAM	3
CADD 290B*	Internship in CADD	3
CADD 295B	Independent Study	3
MTT 105B	Machine Shop I	3

\* May be taken only if not previously used to meet degree requirements.

General Education Requirements		24 Credits
English/Communications Requirement		
(Recommended: BUS 107, BUS 108)		6
Human Relations Requirement (Recommended: BUS 110B)		3
Humanities/Social Science Requirements		3
Mathematics Requirement (MATH 127 or higher)		3
Science Requirement (Physics recommended)		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## DRAFTING TECHNOLOGY - MECHANICAL

*Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 31 credits

Subject Requirements		21 Credits
CADD 100	Introduction to Computer Aided Drafting	3
CADD 105	Intermediate Computer-Aided Drafting	3
CADD 141B	Technical Drafting II	3
DFT 100	Basic Drafting Principles	3
DFT 110B	Blueprint Reading For Industry	3
CADD Electives		6

**General Education Requirements** 10 Credits

English/Communications Requirements		
(Recommended: BUS 108; must include a writing course)		6
Human Relations Requirement		1
Mathematics Requirement (MATH 110B, MATH 127 or higher level math course, except STAT152)		3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

Note: MATH 110B does not fulfill the requirement for the Associate of Applied Science in Drafting Technology - Mechanical Emphasis, which requires MATH 127 or higher.

### DRAFTING TECHNOLOGY - MECHANICAL Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	BUS 108	3 <input type="checkbox"/>
CADD 100	3 <input type="checkbox"/>	CADD 141B	3 <input type="checkbox"/>
COT 204	3 <input type="checkbox"/>	CADD 200	3 <input type="checkbox"/>
DFT 100	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
DFT 110B	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 110B	3 <input type="checkbox"/>	CADD 210B or CADD 290B	
CADD 105	3 <input type="checkbox"/>	(Capstone Course)	3 <input type="checkbox"/>
CADD 140	3 <input type="checkbox"/>	CADD 245	3 <input type="checkbox"/>
MATH 127	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
U.S./Nevada Constitution	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
		Science Course	3 <input type="checkbox"/>

### ASSOCIATE OF APPLIED SCIENCE DRAFTING TECHNOLOGY - MECHANICAL

#### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science in Drafting Technology will be able to demonstrate:

- knowledge of the subject matter appropriate to the drafting technology. Are able to do the following:
- acquire skills and perform tasks necessary for employment for a career enhancement in the drafting field,
- present themselves effectively to a potential employer,
- effective communication and computation skills appropriate to the drafting field, and
- utilize appropriate resources to remain current in the drafting field.



## ACADEMIC DEGREES

### EARLY CHILDHOOD EDUCATION

WNC's Early Childhood Education program is an occupational preparation program which concentrates on the teaching skills needed to work with young children and parents. Students may earn an Early Childhood Education Certificate of Achievement or an Associate of Applied Science degree to help them gain employment in the child care or related field.

Some courses transfer to local colleges and universities, providing a "career ladder" opportunity for students who are seeking additional training for jobs in the care and education of infants, preschoolers and handicapped young children.

The curriculum includes experience with children to develop teaching skills; classes in human development and interpersonal relationships; and instruction on how to select, plan and present learning activities.

Successful completion of the Early Childhood Education certificate or associate degree is designed to qualify students for such employment opportunities as assistants, teachers and directors in child care centers; teachers and assistants in preschools; home day care providers and other child/family related careers.

Division: Social Science, Education, Humanities & Public Service

Division Phone: 775-445-4253

Division Office: Carson City, Bristlecone Building 350

#### EARLY CHILDHOOD EDUCATION CERTIFICATE OF ACHIEVEMENT & ASSOCIATE OF APPLIED SCIENCE DEGREE

##### Mission & Outcomes

##### Certificate of Achievement

**MISSION** - The Early Childhood Education Certificate of Achievement will provide the academic knowledge and skills for employment in a variety of child care settings.

**STUDENT LEARNING OUTCOMES** - Upon completion of the Early Childhood Education certificate program, the student will be able to:

- recognize and organize a physical environment that supports age appropriate development in young children.
- plan and implement activities that meet the psychosocial, physical and cognitive needs of children in a child care setting.
- develop strategies for maintaining a safe and healthy child care environment.

##### Associate of Applied Science

**MISSION** - The purpose of the Associate of Applied Science degree in Early Childhood Education is to provide academic knowledge and skill for employment in child care or pre-kindergarten programs and related family service fields. The degree will meet educational criteria for employment in publicly funded programs and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

**STUDENT LEARNING OUTCOMES** - Students who complete the Associate of Applied Science degree in Early Childhood Education are expected to demonstrate that they:

- have met the general education student learning outcomes.
- Know the subject matter appropriate to Early Childhood Education.
- demonstrated leadership and supervisory skills.





# ACADEMIC DEGREES

## EARLY CHILDHOOD EDUCATION

### *Associate of Applied Science*

The Early Childhood Education Associate of Applied Science degree provides the information, knowledge and skill training for persons caring for young children in a variety of child care facilities.

**Salary:** \$18,400–\$40,200 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Work hours often variable - full-time or part-time; potential to work from home

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

**Total Requirements:** 60 credits

Program Requirements		36 Credits
ECE 121	Parent Care Relations	1
ECE 122	Observation Skills	1
ECE 129	Environment For Infant & Toddler	1
ECE 200	The Exceptional Child	3
ECE 204	Principles of Child Guidance	3
ECE 231	Preschool Practicum: Early Childhood Lab	6
ECE 240	Administration of Preschool	3
ECE 250	Introduction to Early Childhood Education	3
ECE 251	Curriculum in Early Childhood Education	3
HDFS 201	Life Span Human Development	3

### Program Electives

**Choose 9 credits from the following:**

COT 105	Computer Literacy	3
or COT 202	Introduction to Computer Applications	
or IS 101	Introduction to Information Systems	
HDFS 202	Introduction to Families	3
HDFS 232	Diversity and the Young Child - A Multicultural Perspective	3
Other related Early Childhood Education courses (ECE 123 and ECE 168 are recommended)		1–6
Psychology courses (except Statistical Methods)		1–3

**General Education Requirements** 24 Credits

English/Communications Requirement (Recommended: BUS 108; must include a writing course)	6
Humanities/Social Science Requirements	3
Mathematics Requirement (Recommended: BUS 109B)	3
Science Requirement (Recommended: NUTR 121)	6
U.S. and Nevada Constitution Requirements	3
General Electives	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## EARLY CHILDHOOD EDUCATION

### *Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

**Total Requirements:** 30 credits

Subject Requirements		21 Credits
ECE 121	Parent Care Relations	1
ECE 122	Observation Skills	1
ECE 129	Environment For Infant & Toddler	1
ECE 204	Principles of Child Guidance	3
ECE 231	Preschool Practicum: Early Childhood Lab	3
ECE 250	Introduction to Early Childhood Education	3
ECE 251	Curriculum in Early Childhood Education	3
HDFS 201	Life Span Human Development	3
Choose 1-3 credits from related courses in any of the following subject areas: Early Childhood Education, Psychology, Human Development and Family Studies		3

**General Education Requirements** 9 Credits

English/Communications Requirements (Recommended: BUS 108; Must include a writing course)	6
Mathematics Requirement (Recommended: BUS 109B)	3
* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.	

### EARLY CHILDHOOD EDUCATION Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ECE 121	1 <input type="checkbox"/>	ECE 204	3 <input type="checkbox"/>
ECE 122	1 <input type="checkbox"/>	ECE 231	6 <input type="checkbox"/>
ECE 129	1 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
ECE 250	3 <input type="checkbox"/>		
English/Communications Course	3 <input type="checkbox"/>	Fourth Semester	Completed
General Elective	3 <input type="checkbox"/>	ECE 240	3 <input type="checkbox"/>
HDFS 201	3 <input type="checkbox"/>	General Education Courses	3 <input type="checkbox"/>
		General Elective	3 <input type="checkbox"/>
		Program Electives	6 <input type="checkbox"/>
Second Semester	Completed		
ECE 200	3 <input type="checkbox"/>		
ECE 251	3 <input type="checkbox"/>		
General Education Courses	6 <input type="checkbox"/>		
Program Electives	3 <input type="checkbox"/>		



# ACADEMIC DEGREES

## ENGINEERING SCIENCE

### Associate of Science

The Engineering Science degree program is designed for students planning to obtain a four-year engineering degree. Engineering is the practical application of scientific theory and principles, and this program develops a strong foundation in mathematics and physical science and provides an introduction to the fundamental aspects of engineering which are developed more thoroughly in the remaining two years of the baccalaureate program. Students who complete the associate degree can transfer to other colleges or universities in many engineering disciplines including civil, chemical, computer, electrical, geological, mechanical, metallurgical, mining, computer science, and engineering physics. All courses in the Engineering Science program are approved for direct transfer to the Mackey School of Earth Sciences and Engineering at the University of Nevada, Reno, and up to 64 WNC credits may be directly applied toward a baccalaureate degree.

**Salary:** \$35,600–\$72,500 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014 - Aerospace Technicians growth will be slower than average

**Good To Know:** Work with computers; often work in teams

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

#### Total Requirements: 64 credits

#### Emphasis Requirements

		27 Credits
CHEM 121*	General Chemistry I	4
CS 135	Computer Science I	3
MATH 181	Calculus I	4
MATH 182	Calculus II	4
MATH 283	Calculus III	4
PHYS 180	Engineering Physics I	3
PHYS 180L	Engineering Physics I Lab	1
PHYS 181	Engineering Physics II	3
PHYS 181L	Engineering Physics II Lab	1

\* CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122.

#### Emphasis Requirements: Program Electives

#### Choose 13 credits from the following:

		13 Credits
CHEM 122*	General Chemistry II	4
CPE 201	Introduction to Computer Engineering	4
CS 202	Computer Science II	3
EE 200	Network Analysis Lab	1
EE 201	Introduction to Network Analysis	3
EE 291	Computer Methods For Electrical Engineers	3
EE 296	Internship I	1
ENGR 100	Introduction to Engineering Design	3
MATH 285	Differential Equations	1
ME 198	Cooperative Training Report	1
ME 241	Statics	3
ME 242	Dynamics	3
ME 298	Cooperative Training Report	1
METE 250	Elements of Material Science	3
PHYS 182	Engineering Physics III	3
& PHYS 182L	Engineering Physics III Lab	3

or higher level

\* CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122.

#### General Education Requirements

English/Communications Requirements	24 Credits
Fine Arts Requirements	6
Humanities Requirements	3
Social Sciences Requirements	6
U.S. and Nevada Constitution Requirements	6
	3

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

Note: Most engineering courses are not offered every semester, so technical and non-technical electives should be scheduled to permit the student to enroll in those engineering courses which are most pertinent to his/her preferred discipline of engineering.

#### Transfer Notes

Electives: Students may be able to transfer up to 64 credits to the University of Nevada, Reno, toward requirements for a bachelor's degree in engineering, depending on the major chosen. Students pursuing the Computer Engineering track within Computer Science are advised to take EE 200 and EE 201 as electives. PHYS 182 is required for a bachelor's degree in Engineering Physics at UNR. CHEM 202 is required for a few of the majors leading to a bachelor's degree at the UNR School of Mines, including a bachelor's degree in Chemical Engineering and Metallurgical Engineering at UNR. Please consult the current UNR catalog or an advisor for the latest degree requirements.

For those planning to transfer to the College of Engineering at the University of Nevada, Reno, the following disciplines and electives are the most applicable:

Civil Engineering: EE 201 (3), MATH 285(3), ME 241 (3), ME 242 (3), and maximum 3-4 credits from BIOL 190 (3), CHEM 122 (4), GEOL 101 (3), which will be transferred as restrictive electives.

Environmental Engineering under Civil Engineering: ME 241 (3), CHEM 142 (3), CHEM 122 (4), BIOL 190 (3)

Computer Science: CS 202 (3), CPE 201 (4), EE 201 (3), EE 200 (1), PHYS 182 (4), MATH 285 (3). PHYS and MATH will transfer as general electives.

Computer Science with Computer Engineering Track: CS 202 (3), CPE 201 (4), EE 200 (1), EE 201 (3), and maximum four credits from MATH 285 (3) or PHYS 203 (4), which will transfer as general electives.

Electrical Engineering: EE 200 (1), EE 201 (3), EE 231 (3), CPE 201 (4), EE 298 (1), MATH 285(3), ME 241 (3).

Electrical Engineering with Computer Engineering Track: CS 202 (3), EE 200 (1), EE 201 (3), EE 231 (3), MATH 285(3), ME 241 (3).

Mechanical Engineering: EE 200 (1), EE 201 (3), MATH 285(3), ME 241 (3), ME 242 (3), METE 250 (3).

Engineering Physics: CHEM 202 (4), CS 202 (3), EE 201 (3), MATH 285(3), PHY

#### ENGINEERING SCIENCE Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
CS 135	3 <input type="checkbox"/>	Degree Electives	6 <input type="checkbox"/>
English Course	3 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
General Education Courses	3 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>		
PHYS 180	3 <input type="checkbox"/>	Fourth Semester	Completed
PHYS 180L	1 <input type="checkbox"/>	Degree Electives	7 <input type="checkbox"/>
		General Education Courses	9 <input type="checkbox"/>
Second Semester	Completed		
CHEM 121	4 <input type="checkbox"/>		
English Course	3 <input type="checkbox"/>		
MATH 182	4 <input type="checkbox"/>		
PHYS 181	3 <input type="checkbox"/>		
PHYS 181L	1 <input type="checkbox"/>		



# ACADEMIC DEGREES

## FINE ARTS

### Associate of Arts

The Associate of Arts degree in Fine Arts is designed to provide training in the breadth of skills required for many careers in the fine arts field as well as to satisfy many of the lower division requirements for the Bachelor of Arts and Bachelor of Fine Arts degrees at most four-year institutions.

**Salary:** \$30,500–\$66,800 / year (middle range - Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** Many fine artists are self-employed; some have graduate degrees

**WNC Academic Division:** For more information about this program of study, please contact the Communication and Fine Arts Division.

**Total Requirements:** 60 credits

**Program Requirements** 21 Credits

ART 100	Visual Foundations	3
or ART 107	Design Fundamentals I (2-D)	
or GRC 107	Design Fundamentals	
ART 101	Drawing I	3
ART 135	Photography I	3
or ART 141*	Introduction to Digital Photography I	
or ART 243*	Digital Imaging I	
ART 160	Art Appreciation	3
ART 298*	Portfolio Emphasis	3

**Select one 3-credit course from the following 2-D courses:**

ART 231	Painting I	3
ART 127*	Watercolor I	3
ART 124	Beginning Printmaking	3

**Select one 3-credit course from the following 3-D courses:**

ART 216	Sculpture I	3
ART 115*	Beginning Clay Sculpture	3
ART 211	Ceramics I	3

\* Courses satisfy WNC degree requirements but will not transfer directly to the University of Nevada, Reno as the same course. They may transfer as electives.

**Program Requirements: Program Electives**

6 Credits

**Select 6 credits from the following:**

ART 102	Drawing II	3
ART 105*	Color Theory	3
ART 111*	Beginning Ceramics	3
ART 115*	Beginning Clay Sculpture	3
ART 124	Beginning Printmaking	3
ART 127*	Watercolor I	3
ART 135	Photography I	3
ART 141*	Introduction to Digital Photography I	3
ART 142*	Introduction to Digital Photography II	3
ART 201	Life Drawing I	3
ART 208*	Fiber Arts	3
ART 211	Ceramics I	3
ART 212	Ceramics II	3
ART 216	Sculpture I	3
ART 217	Sculpture II	3
ART 218*	Alternative Sculpture	3
ART 224	Intermediate Printmaking	3
ART 227*	Watercolor II	3
ART 231	Painting I	3
ART 232	Painting II	3
ART 235	Photography II	3
ART 236	Photography III	3
ART 243*	Digital Imaging I	3
ART 244*	Digital Imaging II	3

ART 260	Survey Art History I	3
ART 261	Survey of Art History II	3

\* Courses satisfy WNC degree requirements but will not transfer directly to the University of Nevada, Reno as the same course. They may transfer as electives.

General Education Requirements	33 Credits
English/Communications Requirements	6
Humanities Requirement	6
Mathematics Requirement	3
Science Requirement	6
Social Sciences Requirement	9
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts Degree Requirements page.

### FINE ARTS Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ART 100 or ART 107	3 <input type="checkbox"/>	ART 135, ART 141 or	
ART 101	3 <input type="checkbox"/>	ART 243 (Photography	
General Education Courses 9	<input type="checkbox"/>	Required Course)	3 <input type="checkbox"/>
		ART 216, ART 115 or ART 211	
		(3-D Required Course)	3 <input type="checkbox"/>
		General Education Courses 9	<input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
ART 160	3 <input type="checkbox"/>	ART 298	3 <input type="checkbox"/>
ART 231, ART 127 or ART 124		Art Electives	6 <input type="checkbox"/>
(2-D Required Course)	3 <input type="checkbox"/>	General Education Courses 6	<input type="checkbox"/>
General Education Courses 9	<input type="checkbox"/>		



# ACADEMIC DEGREES

## GEOGRAPHIC INFORMATION SYSTEMS (GIS)

*Associate of Applied Science*

WNC's Geographic Information Systems (GIS) program offers students access to rapidly growing career tracks in agencies and industries using computer software packages to store and present information about resources, water, soils geography, land uses, development patterns, utilities and other mapping related functions of planning and management.

**Salary:** \$46,300–\$66,800 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Use analytic & technical skills; heavy computer use

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 60 credits

Program Requirements		36 Credits
GIS 109	Introduction to Geographic Information Systems	3
GIS 110	Principles of Cartography	3
GIS 111	Introduction to Remote Sensing	3
GIS 112	Introduction to ArcInfo	3
GIS 170B	GIS Applications on Conservation Issues	1
GIS 171B	GIS Applications in Urban & Regional Planning	1
GIS 172B	Current Trends in GIS	1
GIS 205	GIS Applications	3
GIS 212	Intermediate ArcInfo	3
GIS 235	Spatial Analysis in GIS	3
GIS 250	GIS Database	3
GIS 270	GIS Extensions	3
GIS 280	Internship in GIS	3
GIS 290	GIS Careers / Portfolio	3

**General Education Requirements** 24 Credits

English/Communications Requirement	6
Human Relations Requirement	3
Humanities/Social Science Requirements (Recommended: GEOG 106)	3
Mathematics Requirement	
(MATH 126 or higher is required. STAT 152 is recommended)	3
Science Requirement (Recommended: GEOG 103)	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## GEOGRAPHIC INFORMATION SYSTEMS (GIS)

*Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 30 credits

Subject Requirements		21 Credits
GEOG 103	Physical Geography	3
GIS 109	Introduction to Geographic Information Systems	3
GIS 110	Principles of Cartography	3
GIS 112	Introduction to ArcInfo	3
GIS 205	GIS Applications	3
GIS 250	GIS Database	3
GIS 270	GIS Extensions	3

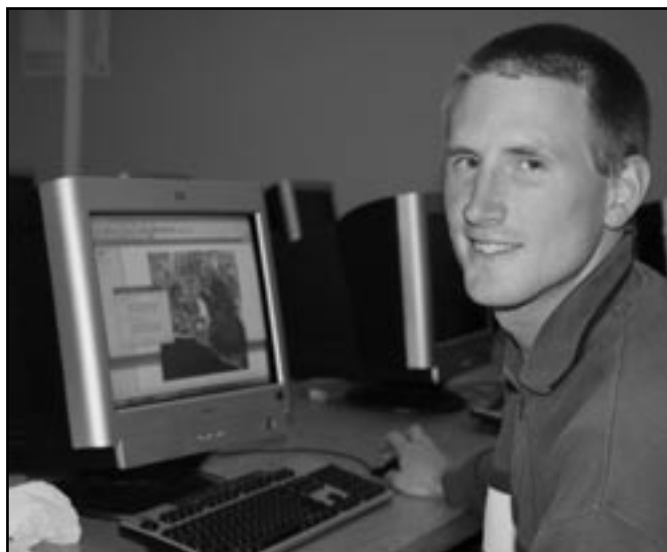
**General Education Requirements** 9 Credits

English/Communications Requirements (Must include a writing course)	3
Human Relations Requirement (PSY recommended)	1–3
Mathematics Requirement (STAT 152, MATH 126 or higher)	3
General Electives	0–2

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### GEOGRAPHIC INFORMATION SYSTEMS (GIS) Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
General Education Courses	6 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
GIS 109	3 <input type="checkbox"/>	GIS 171B	1 <input type="checkbox"/>
GIS 110	3 <input type="checkbox"/>	GIS 212	3 <input type="checkbox"/>
GIS 112	3 <input type="checkbox"/>	GIS 235	3 <input type="checkbox"/>
		GIS 280	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
General Education Courses	9 <input type="checkbox"/>	General Education Courses	3 <input type="checkbox"/>
GIS 111	3 <input type="checkbox"/>	GIS 172B	1 <input type="checkbox"/>
GIS 170B	1 <input type="checkbox"/>	GIS 250	3 <input type="checkbox"/>
GIS 205	3 <input type="checkbox"/>	GIS 270	3 <input type="checkbox"/>
		GIS 290	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## GEOSCIENCES

### Associate of Science

The Geosciences emphasis is designed to provide a strong foundation in earth and physical sciences, and will prepare students for transfer into many disciplines, including geology, geography, environmental science, and science teaching. All courses in the Geosciences emphasis are approved for direct transfer to University of Nevada, Reno, and up to 64 WNC credits may be directly applied toward a baccalaureate degree. Seek counseling to choose appropriate courses for your planned four-year major.

**Salary:** \$50,300–\$89,600 / year (middle range - Nevada)

**Career Outlook:** Slower growth than average through 2014

**Good To Know:** Often requires graduate degrees for career advancement

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 60 – 62 credits

Emphasis Requirements		18–19 Credits
GEOG 103	Physical Geography	3
GEOG 104	Physical Geography Laboratory	1
GEOG 106	Introduction to Cultural Geography	3
GEOL 101	Physical Geology	3
GEOL 103	Physical Geology Laboratory	1

**Choose one course:**

BIOL 100	General Biology For Non-Science Majors	3
BIOL 190	Introduction to Cell and Molecular Biology	3
BIOL 191	Introduction to Organismal Biology	3

**Choose one course:**

CHEM 100	Molecules and Life in the Modern World	3
CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
CHEM 201	General Chemistry For Scientists & Engineers I	4
CHEM 202	General Chemistry For Scientists & Engineers II	4

**Emphasis Requirements: Program Electives** 12–13 Credits

**Choose 12-13 credits from the following:**

BIOL 190L	Introduction to Cell and Molecular Biology Lab	1
BIOL 191L	Introduction to Organismal Biology Lab	1
ENV 100	Humans and Environment	3
GEOG 117	Meteorology & Climatology	3
GEOL 100	Earthquakes, Volcanoes, and Natural Disasters	3
GEOL 102	Earth and Life Through Time	4
GEOL 127	Prehistoric Life	3
GEOL 132	Rocks & Minerals	3
GEOL 201	Geology of Nevada	3
GIS 109	Introduction to Geographic Information Systems	3
GIS 205	GIS Applications	3
PHYS 100	Introductory Physics	3
PHYS 151	General Physics I	4
or PHYS 180	Engineering Physics I	
or PHYS 180L	Engineering Physics I Lab	
PHYS 152	General Physics II	4
or PHYS 181	Engineering Physics II	
or PHYS 181L	Engineering Physics II Lab	

General Education Requirements		30 Credits
English/Communications Requirements (ENG 101, ENG 102)		6
Fine Arts Requirements		3
Humanities Requirements		6
Mathematics Requirements		6
Social Sciences Requirements		3
U.S. and Nevada Constitution Requirements		3
General Electives		3

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

Note: Students planning to transfer to UNR or another university are encouraged to select courses that fulfill core and major requirements, which will vary depending on major. Please consult the current UNR or appropriate university catalog or an advisor for degree requirements.

### GEOSCIENCES Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ENG 101	3 <input type="checkbox"/>	General Education Courses 12	<input type="checkbox"/>
ENV 100	3 <input type="checkbox"/>	GEOG 106	3 <input type="checkbox"/>
GEOL 101	3 <input type="checkbox"/>		
GEOL 103	1 <input type="checkbox"/>	Fourth Semester	Completed
Math Course	3 <input type="checkbox"/>	BIOL 100, BIOL 190 or	
		BIOL 191	3 <input type="checkbox"/>
Second Semester	Completed	General Education Courses 6	<input type="checkbox"/>
CHEM 100, CHEM 121		Program Electives	6–8 <input type="checkbox"/>
or CHEM 122	3 <input type="checkbox"/>		
ENG 102	3 <input type="checkbox"/>		
GEOG 103	3 <input type="checkbox"/>		
GEOG 104	1 <input type="checkbox"/>		
Math Course	3 <input type="checkbox"/>		
Program Electives	3–4 <input type="checkbox"/>		

### GEOSCIENCES ASSOCIATE OF SCIENCE Mission & Outcomes

**Mission:** The mission of the Associate of Science degree is “to provide academic knowledge and skills for successful transfer to meet higher educational goals.” Additionally, the mission for this degree is “to provide a strong foundation in earth and physical sciences” and to “prepare students for transfer into many disciplines, including geology, geography, environmental science, and science teaching.”

**Student Learning Outcomes:** The student learning outcomes, pertinent to this degree, are as follows:

- understand the methods of science and the role of science and technology in the modern world.
- know the subject matter appropriate to the emphasis of this degree.
- can succeed at their transfer institutions.



# ACADEMIC DEGREES

## GRAPHIC COMMUNICATIONS

### Associate of Applied Science

WNC's Graphic Communications program is designed for students who want quick access to one of the career fields involving graphic arts and computer-aided design and layout.

**Salary:** \$31,500–\$53,100 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth, through 2014 due to expansion of the Internet & need for web page design

**Good To Know:** Creativity is an important skill; more talented designers can earn more money; many graphic artists are self-employed

**WNC Academic Division:** For more information about this program of study, please contact the Communication and Fine Arts Division.

**Total Requirements:** 66 credits

**Program Requirements** 42 Credits

ART 107	Design Fundamentals I (2-D)	3
or GRC 107	Design Fundamentals	
GRC 109	Color and Design	3
GRC 118	Computer Graphics - Print Media	3
GRC 119	Computer Graphics - Digital Media	3
GRC 144B	Electronic Layout and Typography	3
GRC 156	Computer Illustration I	3
GRC 175	Web Design and Publishing I	3
GRC 183	Electronic Imaging	3
GRC 185	Computer Animation I	3
or GRC 188	Web Animation and Interactivity I	
GRC 244B	Electronic Layout and Typography II	3
GRC 256	Computer Illustration II	3
GRC 283B	Electronic Imaging	3
GRC 294B	Professional Portfolio	3

**Choose 3 credits from the following:**

ART 101	Drawing I	3
ART 115	Beginning Clay Sculpture	3
ART 124	Beginning Printmaking	3
ART 127	Watercolor I	3
ART 135	Photography I	3
ART 141	Introduction to Digital Photography I	3
ART 160	Art Appreciation	3
ART 211	Ceramics I	3
ART 216	Sculpture I	3
ART 231	Painting I	3
ART 260	Survey Art History I	3
ART 261	Survey of Art History II	3

**General Education Requirements** 24 Credits

English/Communications Requirement	6
Human Relations Requirement (PSY or SOC recommended)	6
Mathematics Requirement	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## GRAPHIC COMMUNICATIONS

### Certificate of Achievement

**WNC Academic Division:** For more information about this program of study, please contact the Communication and Fine Arts Division.

**Total Requirements:** 30 credits

**Subject Requirements** 21 Credits

ART 107	Design Fundamentals I (2-D)	3
or GRC 107	Design Fundamentals	
GRC 118	Computer Graphics - Print Media	3
GRC 119	Computer Graphics - Digital Media	3
GRC 144B	Electronic Layout and Typography	3
GRC 156	Computer Illustration I	3
GRC 175	Web Design and Publishing I	3
GRC 183	Electronic Imaging	3

**General Education Requirements** 9 Credits

English/Communications Requirements	3
Human Relations Requirement (PSY or SOC recommended)	3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### GRAPHIC COMMUNICATIONS CERTIFICATE OF ACHIEVEMENT

#### Mission & Outcomes

**Mission:** The purpose of the Graphic Communications Certificate of Achievement is to provide basic knowledge and skills necessary to enter the graphic communications field.

**Student Learning Outcomes:** Graphic Communications certificate program graduates should acquire basic skills and perform tasks necessary for employment or career enhancement.

### GRAPHIC COMMUNICATIONS Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ART 107 or GRC 107	3 <input type="checkbox"/>	General Education	
General Education		Courses	6 <input type="checkbox"/>
Courses	6 <input type="checkbox"/>	GRC 175	3 <input type="checkbox"/>
GRC 118	3 <input type="checkbox"/>	GRC 244B	3 <input type="checkbox"/>
GRC 119	3 <input type="checkbox"/>	GRC 256	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
General Education		General Education	
Courses	6 <input type="checkbox"/>	Courses	6 <input type="checkbox"/>
GRC 109	3 <input type="checkbox"/>	GRC 188	3 <input type="checkbox"/>
GRC 144B	3 <input type="checkbox"/>	GRC 283B	3 <input type="checkbox"/>
GRC 156	3 <input type="checkbox"/>	GRC 294B	3 <input type="checkbox"/>
GRC 183	3 <input type="checkbox"/>	Program Elective	3 <input type="checkbox"/>

### GRAPHIC COMMUNICATIONS ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The Associate of Applied Science degree in Graphic Communications will provide employment-related knowledge and skills necessary to succeed in the graphic communications field. The degree will meet educational criteria for employment and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

**Student Learning Outcomes:** Associate of Applied Science in Graphic Communications graduates are expected to research design problems, demonstrate technical skills, implement design concepts, work collaboratively and perform successful presentations.



# ACADEMIC DEGREES

## HEALTH INFORMATION TECHNOLOGY PROGRAM

A new program in Health Information Technology combines a profession in health care with information technology. Health information technicians maintain, collect, and analyze data crucial to the delivery of quality patient care. The HIT program offers individuals the opportunity to pursue a business-related career that is an essential part of the health care industry. WNC offers the following certificates and degree:

- Associate of Applied Science Degree in Health Information Technology
- Certificate of Achievement in Medical Coding
- Certificate of Achievement in Medical Transcription
- Certificate of Achievement in Medical Unit Clerk

This program is also designed to prepare students for national certifications.

**INFORMATION.....** 775-445-4243

## HEALTH INFORMATION TECHNOLOGY

*Associate of Applied Science*

WNC's Health Information Technology program will provide students with the technical component of providing a variety of health information services, as well as general education requirements.

**Salary:** \$24,000–\$36,000 / year (middle range - Nevada)

**Career Outlook:** High demand through 2014

**Good To Know:** Specialties include diagnosis & procedure coding & tumor registrars

**WNC Academic Division:** For more information about this program of study, please contact the Nursing and Allied Health division.

**Total Requirements:** 63 credits

Degree Requirements		39 Credits
HIT 100B	Introduction to ICD-9-CM	2
HIT 101B	Current Procedural Terminology	3
HIT 105B	Health Care Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 165B	Pathophysiology I	4
HIT 170B	Computers in Health Care	3
HIT 180B	Introduction to Health Information Management	3
HIT 201B	Classification Systems For Health Care Data	3
HIT 205B	Structure & Organization of Health Information Systems	3
HIT 206B	Clinical Applications I	3
HIT 208B	Clinical Applications II	3
HIT 210B	Coding Applications	3
HIT 245B	Quality Improvement Techniques	3

**General Education Requirements**

24 Credits

English/Communications Requirement (ENG 101 is required; BUS 107 is recommended)	6
Human Relations Requirement	3
Humanities/Social Science Requirements	3
Mathematics Requirement (MATH 120 or higher)	3
Science Requirement (BIOL 200 required.)*	6
U.S. and Nevada Constitution Requirements	3

\* BIOL 223 and BIOL 224 may be taken in lieu of BIOL 200.

A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## HEALTH INFORMATION TECHNOLOGY

*Medical Coding Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Nursing and Allied Health Division.

**Total Requirements:** 32 credits

Subject Requirements		26 Credits
BIOL 200*	Elements of Human Anatomy & Physiology	3
HIT 100B	Introduction to ICD-9-CM	2
HIT 101B	Current Procedural Terminology	3
HIT 105B	Health Care Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 170B	Computers in Health Care	3
HIT 180B	Introduction to Health Information Management	3
HIT 201B	Classification Systems For Health Care Data	3
HIT 210B	Coding Applications	3

\* BIOL 223 and BIOL 224 may be taken in lieu of BIOL 200.

**General Education Requirements**

6 Credits

ENG 101	Composition I	3
Mathematics Requirement		3

\* Human Relations requirement fulfilled by HIT 105B

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### HEALTH INFORMATION TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BIOL 200	3 <input type="checkbox"/>	ENG 101	3 <input type="checkbox"/>
HIT 100B	2 <input type="checkbox"/>	HIT 165B	4 <input type="checkbox"/>
HIT 101B	3 <input type="checkbox"/>	HIT 205B	3 <input type="checkbox"/>
HIT 105B	2 <input type="checkbox"/>	HIT 207B	3 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>	HIT 245B	3 <input type="checkbox"/>
HIT 118B	3 <input type="checkbox"/>		
HIT 170B	3 <input type="checkbox"/>		
Second Semester	Completed	Fourth Semester	Completed
HIT 170B	3 <input type="checkbox"/>	English/Communications Course	3 <input type="checkbox"/>
HIT 180B	3 <input type="checkbox"/>	HIT 206B	3 <input type="checkbox"/>
HIT 201B	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
HIT 210B	3 <input type="checkbox"/>	Math 120 or higher	3 <input type="checkbox"/>
Human Relations Course	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
		U.S./Nevada Constitutions Course	3 <input type="checkbox"/>

### HEALTH INFORMATION TECHNOLOGY CERTIFICATE OF ACHIEVEMENT

#### Mission & Outcomes

**Mission:** The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they

Know:

- the subject matter appropriate to the emphasis of the degree

Are able to:

- acquire skills and perform tasks necessary for employment or career enhancement
- present themselves effectively to a potential employer
- demonstrate effective communication skills appropriate to the chosen occupational field

Have developed:

- an appreciation of the importance of social, ethical, legal and diversity issues.



# ACADEMIC DEGREES

## HEALTH INFORMATION TECHNOLOGY

### Medical Transcription Certificate of Achievement

**WNC Academic Division:** For more information about this program of study, please contact the Nursing and Allied Health Division.

**Total Requirements:** 30 credits

Subject Requirements		24 Credits
BIOL 200*	Elements of Human Anatomy & Physiology	3
HIT 105B	Health Care Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 120B	Medical Transcription I	2
HIT 121B	Medical Transcription II	3
HIT 165B	Pathophysiology I	4
HIT 170B	Computers in Health Care	3
HIT 180B	Introduction to Health Information Management	3

\* BIOL 223 and BIOL 224 may be taken in lieu of BIOL 200.

General Education Requirements		6 Credits
ENG 101	Composition I	3
Mathematics Requirement		3

\* Human Relations requirement fulfilled by HIT 105B\*

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

#### MEDICAL TRANSCRIPTION Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
BIOL 200	3 <input type="checkbox"/>	HIT 105B	2 <input type="checkbox"/>
ENG 101	3 <input type="checkbox"/>	HIT 120B	2 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>	HIT 121B	3 <input type="checkbox"/>
HIT 118B	3 <input type="checkbox"/>	HIT 165B	4 <input type="checkbox"/>
HIT 170B	3 <input type="checkbox"/>	HIT 180B	3 <input type="checkbox"/>
Math Course	3 <input type="checkbox"/>		

## HEALTH INFORMATION TECHNOLOGY

### Medical Unit Clerk Certificate of Achievement

**WNC Academic Division:** For more information about this program of study, please contact the Nursing and Allied Health Division.

**Total Requirements:** 31 credits

Subject Requirements		25 Credits
BIOL 200*	Elements of Human Anatomy & Physiology	3
HIT 105B	Health Care Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 165B	Pathophysiology I	4
HIT 170B	Computers in Health Care	3
HIT 180B	Introduction to Health Information Management	3
HIT 206B	Clinical Applications I	3
HIT 208B	Clinical Applications II	3

\* BIOL 223 and BIOL 224 may be taken in lieu of BIOL 200.

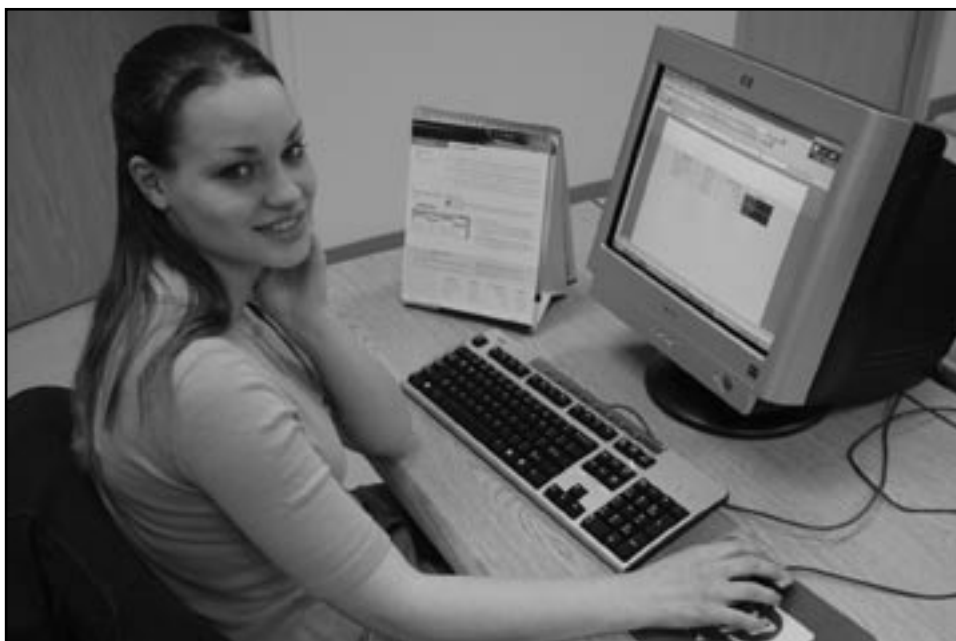
General Education Requirements		6 Credits
ENG 101	Composition I	3
Mathematics Requirement		3

\* Human Relations requirement fulfilled by HIT 105B

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

#### MEDICAL UNIT CLERK Suggested Course Sequence

First Semester	Completed	Second Semester	Completed
BIOL 200	3 <input type="checkbox"/>	HIT 170B	3 <input type="checkbox"/>
ENG 101	3 <input type="checkbox"/>	HIT 180B	3 <input type="checkbox"/>
HIT 105B	2 <input type="checkbox"/>	HIT 206B	3 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>	HIT 208B	3 <input type="checkbox"/>
HIT 118B	3 <input type="checkbox"/>	Math Course	3 <input type="checkbox"/>
HIT 165B	4 <input type="checkbox"/>		





# ACADEMIC DEGREES

## MACHINE TOOL TECHNOLOGY

### Associate of Applied Science

The Machine Tool Technology program provides training for students who plan to enter the machine trades field and upgrading for those in the field who desire additional skills. The program is competency based, allowing students to enter at their own level and progress at their own pace. Hands-on learning is stressed, allowing students to take as many laboratory hours as possible.

**Salary:** \$30,100–\$44,000 / year (middle range - Nevada)

**Career Outlook:** Slower than average growth, but good jobs available due to difficulty finding skilled workers

**Good To Know:** Often work with computerized numerical control (CNC) machines

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

#### Total Requirements: 60 credits

Program Requirements		39 Credits
DFT 110B	Blueprint Reading For Industry	3
or CONS 120B	Blueprint Reading and Specification	
MTT 105B	Machine Shop I	3
MTT 110B	Machine Shop II	3
MTT 230B	Computer Numerical Control I	4
MTT 232B	Computer Numerical Control II	4
MTT 250B	Machine Shop III	3
MTT 260B	Machine Shop IV	3
MATH Course*		3

\* MATH 110B Recommended

#### Choose 13 credits from the following:

MTT 106B	Machine Shop Practice I	2
MTT 111B	Machine Shop Practice II	2
MTT 251B	Machine Shop Practice III	2
MTT 261B	Machine Projects	1–6
MTT 262B	Machine Shop Practice IV	2
MTT 292B	Computer-Aided Manufacturing I	4
MTT 293B	Computer-Aided Manufacturing II	4
MTT 295B	Work Experience	1–6
Related Machine Shop Course		1–6

#### General Education Requirements

21 Credits

English/Communications Requirement (Must include a writing course)	6
Human Relations Requirement	3
Humanities/Social Science Requirements	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

#### MACHINE TOOL TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
DFT 110B	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
English Course	3 <input type="checkbox"/>	MTT 230B	4 <input type="checkbox"/>
Human Relations Course	3 <input type="checkbox"/>	MTT 250B	3 <input type="checkbox"/>
Math Course	3 <input type="checkbox"/>	MTT 251B	2 <input type="checkbox"/>
MTT 105B	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
MTT 106B	2 <input type="checkbox"/>		
Second Semester	Completed	Fourth Semester	Completed
English Course	3 <input type="checkbox"/>	MTT 232B	4 <input type="checkbox"/>
MTT 110B	3 <input type="checkbox"/>	MTT 260B	3 <input type="checkbox"/>
MTT 111B	2 <input type="checkbox"/>	MTT 262B	2 <input type="checkbox"/>
MTT 261B	2 <input type="checkbox"/>	Program Elective	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>

## MACHINE TOOL TECHNOLOGY

### Certificate of Achievement

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

#### Total Requirements: 30 credits

Subject Requirements		20 Credits
DFT 110B	Blueprint Reading For Industry	3
or CONS 120B	Blueprint Reading and Specification	
MTT 105B	Machine Shop I	3
MTT 106B	Machine Shop Practice I	2
MTT 110B	Machine Shop II	3
MTT 111B	Machine Shop Practice II	2
MTT 230B	Computer Numerical Control I	4

#### General Education Requirements

10 Credits

English/Communications Requirements	
(Recommended: BUS 108; Must include a writing course)	6
Human Relations Requirement	1
Mathematics Requirement (MATH 110B recommended)	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

#### MACHINE TOOL TECHNOLOGY CERTIFICATE OF ACHIEVEMENT

##### Mission & Outcomes

**Mission:** The mission of the Certificate of Achievement degree in Machine Tool Technology is to provide the student with the skills and knowledge to succeed in the machining industry.

**Student Learning Outcomes:** Students who complete an Certificate of Achievement in Machine Tool Technology are expected to:

- know the subject matter appropriate to the Certificate of Achievement in Machine Tool Technology,
- use skills and knowledge needed for acquiring employment,
- have the confidence needed for seeking employment.

#### MACHINE TOOL TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

##### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science degree in Machine Tool Technology is to provide the student with the skills and knowledge to succeed in the machining industry.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science in Machine Tool Technology are expected to:

- know the subject matter appropriate to the Associate of Applied Science in Machine Tool Technology,
- use skills and perform tasks essential for employment,
- have the self-confidence needed for seeking employment in this field,
- use available resources to remain current in the machine industry.

# ACADEMIC DEGREES

## MANAGEMENT

### Associate of Applied Science

The Management emphasis is designed to provide a foundation for employment in a variety of business/managerial positions.

**Salary:** \$38,200–\$49,600 / year (middle range - Nevada)

**Career Outlook:** Slower than average through 2014, although managers will be more likely to keep their jobs

**Good To Know:** Often requires hiring, training & supervising employees, solving problems & administrative duties

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 60 credits

Business Core Requirements		24 Credits
ACC 135B	Bookkeeping I	3
& ACC 136B	Bookkeeping II	3
or ACC 201	Financial Accounting	
& ACC 202	Managerial Accounting	
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 273	Business Law I	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
IS 101	Introduction to Information Systems	3
MGT 201	Principles of Management	3

Emphasis Requirements		15 Credits
MGT 212	Leadership & Human Relations	3

**Choose 12 credits from the following:**

BUS 101	Introduction to Business	3
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
FIN 101	Personal Finance	3
MGT 103	Small Business Management	3
MGT 235	Organizational Behavior	3
MGT 247B	Industrial Management	3
MGT 283	Introduction to Human Resources Management	3
MKT 111	Introduction to Merchandising	3
MKT 127	Introduction to Retailing	3
MKT 210	Marketing Principles	3
MKT 262	Introduction to Advertising	3

General Education Requirements		21 Credits
English/Communications Requirement		
(Recommended: BUS 107 & BUS 108; Must include a writing course)		6
Mathematics Requirement		
(BUS 109B or higher level mathematics course)		3
Science Requirement		6
U.S. and Nevada Constitution Requirements		3
General Electives		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

Note: See also Retail Management.

### MANAGEMENT Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ACC 135B or ACC 201	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	Degree Electives	6 <input type="checkbox"/>
BUS 107	3 <input type="checkbox"/>	IS 101	3 <input type="checkbox"/>
BUS 109B or higher	3 <input type="checkbox"/>	MGT 212	3 <input type="checkbox"/>
Degree Electives	3 <input type="checkbox"/>		
Second Semester	Completed	Fourth Semester	Completed
ACC 136B or ACC 202	3 <input type="checkbox"/>	BUS 273	3 <input type="checkbox"/>
BUS 108	3 <input type="checkbox"/>	COT 202 or IS 201	3 <input type="checkbox"/>
ECON 102 or ECON 103	3 <input type="checkbox"/>	General Elective	3 <input type="checkbox"/>
MGT 201	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## MATHEMATICS

*Associate of Science*

The Mathematics emphasis has been designed to place students on a career track toward mathematics, either as a university major or as preparation for a teaching career. An associate degree in mathematics offers a student flexibility in future academic endeavors and career opportunities.

**Salary:** \$57,500–\$102,200 / year (middle range - Nevada)

**Career Outlook:** Need for math teachers & professors is expected to increase faster than average

**Good To Know:** Often requires graduate degrees for career advancement

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 60 credits

**Emphasis Requirements** 30 Credits

MATH 181	Calculus I	4
MATH 182	Calculus II	4
MATH 283	Calculus III	4
MATH 285	Differential Equations	3

Choose 12 credits from at least two subject areas in the courses listed under Science Requirements for the Associate of Science degree. Must include a minimum of four credits of lecture and laboratory from the same subject area. 12

Choose 3 credits from the following: Math courses numbered 120 or higher, except MATH 122 & 123. STAT 152 is also accepted. 3

**General Education Requirements** 30 Credits

English/Communications Requirements (Must include a writing course)	6
Fine Arts Requirements	3
Humanities Requirements	6
Social Sciences Requirements	6
U.S. and Nevada Constitution Requirements	3
General Electives	6

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

### MATHEMATICS Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
General Education Courses	9 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
		Science Elective	4 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
General Education Courses	9 <input type="checkbox"/>	General Elective	6 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	MATH 285	3 <input type="checkbox"/>
Science Elective	4 <input type="checkbox"/>	Math elective	3 <input type="checkbox"/>
		Science Elective	4 <input type="checkbox"/>



## MUSICAL THEATRE

*Associate of Arts*

The Associate of Arts degree in Musical Theatre is designed to provide training in the breadth of skills required for musical theatre performance, as well as satisfy many of the lower division requirements for the Bachelor of Arts degree in musical theatre at most four-year institutions.

**Salary:** \$35,900–\$123,400 / year (middle range - Nevada)

**Career Outlook:** Average growth through 2014

**Good To Know:** Competition for performance jobs will be strong; many actors have other part-time employment or teach acting classes. Theater technicians are in high demand.

**WNC Academic Division:** For more information about this program of study, please contact the Communication and Fine Arts Division.

**Total Requirements:** 64 credits

**Program Requirements** 34 Credits

MUS 121	Music Appreciation	3
or THTR 100	Introduction to Theater	
MUS 203	Music Theory I	3
MUSA 145	Voice-Lower Division	4
THTR 105	Introduction to Acting I	3
THTR 199	Play Structure & Analysis I	3
THTR 204	Theatre Technology I	3
THTR 205	Introduction to Acting II	3

**Four semesters participation in college productions for a total of 8 credits**

MUS 176	Musical Theatre Practicum	2-3
MUS 276	Musical Theatre Practicum	1-3

**Select 4 credits from the following:**

DAN 132	Jazz Dance (beginning)	1
DAN 135	Beginning Ballet	1
DAN 144	Beginning Tap Dancing	1
DAN 232	Jazz Dance (intermediate)	1
DAN 244	Tap Dance (intermediate)	1

**General Education Requirements** 30 Credits

English/Communications Requirements	6
Humanities Requirement	6
Mathematics Requirement	3
Science Requirement	6
Social Sciences Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Arts can be found on the Associate of Arts Degree Requirements page.

### MUSICAL THEATRE Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
Dance Elective	1 <input type="checkbox"/>	Dance Elective	1 <input type="checkbox"/>
General Education Courses	6 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
MUS 176 or MUS 276	2-3 <input type="checkbox"/>	MUS 121 or THTR 100	3 <input type="checkbox"/>
MUSA 145	1 <input type="checkbox"/>	MUS 176 or MUS 276	2-3 <input type="checkbox"/>
Piano Proficiency	0 <input type="checkbox"/>	MUSA 145	1 <input type="checkbox"/>
THTR 105	3 <input type="checkbox"/>	THTR 204	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
Dance Elective	1 <input type="checkbox"/>	Dance Elective	1 <input type="checkbox"/>
General Education Courses	6 <input type="checkbox"/>	General Education Courses	9 <input type="checkbox"/>
MUS 176 or MUS 276	2-3 <input type="checkbox"/>	MUS 176 or MUS 276	2-3 <input type="checkbox"/>
MUS 203	3 <input type="checkbox"/>	MUSA 145	1 <input type="checkbox"/>
MUSA 145	1 <input type="checkbox"/>	THTR 199	3 <input type="checkbox"/>
THTR 205	3 <input type="checkbox"/>		



# ACADEMIC DEGREES

## NURSING PROGRAM

### *Associate of Applied Science*

WNC's associate degree nursing program is intended for students seeking a career as a registered nurse. The curriculum is sequenced and progresses in complexity. Integration of knowledge from the bio/psycho/social sciences, humanities, and nursing is intended to prepare graduates to pass the national licensure examination and to function as registered nurses in diverse care settings. Upon completion of the associate degree nursing program, students will be awarded an Associate of Applied Science degree. Graduates are eligible to sit for the National Council Licensure Examination for Registered Nurses. Students completing the first year of the nursing program and NURS 168, NURS 169 and NURS 170 are eligible to sit for the National Council Licensure Examination for Practical Nurses. The associate degree nursing program is approved by the Nevada State Board of Nursing and is accredited by the National League for Nursing Accrediting Commission. The address of the NLNAC is 61 Broadway Street, 33rd floor, New York, NY 10016 and the telephone number is 800-669-9656. Applicants are advised that eligibility for licensure may be affected by the existence of a criminal record, a history of alcohol or drug abuse, and mental or physical illness that may interfere with the practice of nursing. Applicants are encouraged to contact the Nevada State Board of Nursing should there be a concern regarding eligibility for licensure. A limited number of qualified students are admitted as first semester students utilizing the selection criteria outlined below. The nursing program requires that pre- and corequisite courses be completed with a grade of "C" or better. Students admitted to the program are required to attend mandatory orientation sessions scheduled for the late spring or early summer and prior to the start of classes.

### NURSING ASSOCIATE OF APPLIED SCIENCE Mission & Outcomes

**Mission:** The mission of the nursing program at Western Nevada College is to meet the nursing educational needs of the service area. The program prepares qualified students to function as entry-level registered nurses and transfer to higher degree programs. To accomplish our mission, the curriculum incorporates the National League for Nursing core components of nursing practice that are essential to the work of registered nurses. Graduates are prepared to function in a variety of health care settings, providing culturally sensitive, holistic nursing care to individuals and families across the life span. The nursing faculty supports graduate competency in an evolving and complex health care environment by facilitating the students' development of clinical judgment, promoting professional behaviors, and fostering the value of lifelong learning.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science degree with a major in nursing will be expected to demonstrate the ability to:

- utilize the nursing process to meet the needs of patients across cultures and developmental levels in a variety of health care settings;
- apply critical thinking and problem-solving skills by integrating knowledge derived from the bio/psycho/social sciences, humanities, and nursing to achieve deliberative and competent decision-making that is grounded in evidence based practice to achieve best practice outcomes;
- collaborate with patients, families and health care personnel to achieve coordination of care delivery that reflects health teachings and health promotion;
- attain and maintain knowledge and competency through the integration of research findings that guide practice decisions;
- manage the care of patients that reflects the ethical values of nursing within professional practice standards and the legal parameters of the profession.

### SELECTIVE ADMISSION REQUIREMENTS

**Apply for admission:** Apply for admission to Western Nevada College and the WNC Nursing Program. Applications will be available after January 2. The last date for submission of applications is April 1. Nursing program applications are available on the WNC Nursing & Allied Health web site.

**Transcripts:** Submit a high school transcript showing graduation date or documentation of successful completion of the General Education Development exam.

**Chemistry:** Show evidence of completion of high school chemistry from a regionally accredited school within the last three years or completion of CHEM 121 within the last ten years by the date of application submission.

**Prerequisites:** Complete all prerequisite courses prior to admission into the nursing program. (Note: The statute of limitations for all college science courses is ten years from date of application.)

**Test of Essential Academic Skills:** Pass the Test of Essential Academic Skills with a minimum score of 40 percent for each of the four sub-tests (not required for LPN's applying to the second year). The test may be taken only once each year.

**Application and Supporting Documents:** Submit completed application with supporting documents and required transcripts, as appropriate, to Admissions and Records in the time frame delineated on the nursing program application.

### OTHER IMPORTANT INFORMATION

Students who do not have or who are ineligible for a Nevada LPN license who have completed nursing courses more than two years ago but no more than five years ago at the time of application to the nursing program are required to demonstrate currency of nursing knowledge by passing competency examinations for each course previously completed. A score of 75 percent or more is required for each examination. Nursing courses taken more than five years prior to the date of application will not be accepted.

Nursing learning activities are scheduled on & off campus, days, evenings, & weekends.

Courses are Web-CT Enhanced, necessitating that students have basic computer skills.

Clinical experiences take place at long-term health care facilities, acute care hospitals and community settings, including clinics, day care centers,

A grade of C (75 percent) or better is required in all nursing courses.

Students who have been expelled from a nursing program, or who are no longer eligible for admission to that program, are not eligible for admission to WNC's nursing program.

Students not admitted to the nursing program must reapply to be considered for admission the following year.

A student who matriculated into the nursing program may be readmitted one time following a withdrawal/failure. A written request for an exception to the policy for such reasons as medical and military will be considered by Admissions and Records.

Documentation and currency of the following is required after acceptance into the nursing program and prior to the start of classes:

1. An acceptable physical examination, and required immunizations,
2. CPR Certification (card required) through the American Heart Association (Health Care Provider course) or through the American Red Cross (Professional Rescuer course).
3. Major medical health insurance (card required).

It is anticipated background checks will be required by hospitals and long term health care organizations starting in the fall of 2008.



# ACADEMIC DEGREES

## NURSING

*Associate of Applied Science*

**Salary:** \$52,300–\$70,400 / year (middle range - Nevada)

**Career Outlook:** High growth, especially in home health care & nursing homes

**Good To Know:** Hospital nurses tend to earn more than nurses in doctors' offices; may include working days, nights, weekends or holidays

**WNC Academic Division:** For more information about this program of study, please contact the Nursing and Allied Health Division.

**Total Requirements:** 72 credits

**Prerequisite Courses\*** 21 Credits

BIOL 223	Human Anatomy and Physiology I	4
BIOL 224	Human Anatomy and Physiology II	4
BIOL 251	General Microbiology	4
ENG 101	Composition I	3
MATH 120	Fundamentals of College Mathematics	3
or MATH 126	Precalculus I	
PSY 101	General Psychology	3
or SOC 101	Principles of Sociology	

\* Please refer to Selective Admission Requirements for Chemistry and additional requirements

**First Year: Fall Semester Courses** 14 Credits

ENG 102*	Composition II	3
NURS 136	Foundations of Nursing Theory	3
NURS 137	Foundations of Nursing Laboratory	1
NURS 138	Foundations of Nursing Clinical	2
NURS 141	Foundations of Pharmacology in Nursing	2
NURS 200	Health Assessment Theory	2
NURS 201	Health Assessment Laboratory	1

\* Indicates corequisite. Corequisite courses must be completed by the end of the fourth semester of the nursing program. Corequisite courses are not required for the Certificate of Achievement.

**First Year: Spring Semester Courses** 14 Credits

NURS 163	Maternal Child Health I Theory	3
NURS 164	Maternal Child Health I Clinical	1
NURS 165	Nursing Across the Lifespan Laboratory	1
NURS 166	Health/Illness Across Lifespan Theory	4
NURS 167	Health/Illness Across Lifespan Clinical	2
PSY 101	General Psychology	3
or SOC 101*	Principles of Sociology	

\* Indicates corequisite. Corequisite courses must be completed by the end of the fourth semester of the nursing program. Corequisite courses are not required for the Certificate of Achievement.

**Second Year: Fall Semester Courses\*\*** 13 Credits

NURS 265	Alterations Maternal/Child Health Theory	2
NURS 266	Alterations in Maternal/Child Health Laboratory	1
NURS 267	Alterations in Maternal Health Clinical	1
NURS 268	Alterations in Child Health Clinical	1
NURS 270	Advanced Clinical Nursing I Theory	3
NURS 271	Advanced Clinical Nursing I Clinical	2

U.S./Nevada Constitutions Course

(PSC 103, HIST 111, or CH 203 recommended)\* 3

\* See the Associate of Applied Science page for more information on courses fulfilling the general education requirement.

### NURSING ADMISSION/SELECTION CRITERIA

Science GPA	2.0-2.49	2.5-3.0	3.1-3.49	3.5-4.0
(BIOL & CHEM pre- and corequisite courses)	(2)	(4)	(6)	(8)

GPA	2.0-2.49	2.5-3.0	3.1-3.49	3.5-4.0
(pre- and corequisite (1) courses)	(2)	(3)	(4)	

Test of Essential Academic Skills (TEAS)

40-59	60-69	70-79	80-89	90-99
(0)	(1)	(2)	(3)	(4)

(A minimum cut score of 40 percent is required for each subtest. Not required for LPNs or students seeking transfer with grades of C or better in nursing; points will not be awarded)

Completion of corequisite credits

3-6	7-9
(1)	(2)

Maximum Possible Points: 18

Admission to the nursing program will be based on special admission procedures and the number of points an applicant receives. Eligible students will be numerically ranked according to total points. In the event of applicants having an equal number of points, lots will be drawn to decide eligibility.

Admission will be offered to the applicants on the list with the highest priority points. Applicants not selected will not be carried forward and must reapply for consideration.

**Second Year: Spring Semester\*\*** 10 Credits

NURS 236	Mental Health and Illness Theory	1
NURS 237	Mental Health and Illness Laboratory	1
NURS 238	Mental Health and Illness Clinical	1
NURS 276	Advanced Medical Surgical Nursing II Theory	3
NURS 277	Advanced Medical Surgical Nursing II Clinic	2
NURS 284	Role of the ADN Manager of Care	2

Note: \*\* The sequence of some courses for the second year fall and spring semester courses may be altered.



## ACADEMIC DEGREES

### OPTIONAL PRACTICAL NURSING PREPARATION

#### *Certificate of Achievement*

If the student successfully completes all prerequisite courses and first year nursing courses of the program, including NURS 168, NURS 169 and NURS 170 (Transitions to Practical Nursing Theory, Transitions to Practical Nursing Clinical and Transitions to Practical Nursing - Intravenous Therapy) the student may apply for a Certificate of Achievement and is eligible to take the National Council Licensing Examination - Practical Nurse (NCLEX-PN).

Note: NURS 168, 169 and 170 are not required for progression to the second year.

CERTIFICATE REQUIREMENTS: 47 credits

Spring or Summer Course

NURS 168 Transitions to Practical Nursing Theory - 1 Credit

NURS 169 Transitions to Practical Nursing Clinical - 2 Credits

NURS 170 Transitions to Practical Nursing - Intravenous Therapy - 1 Credit

### EMERGENCY MEDICAL SERVICES

WNC's Emergency Medical Services courses are offered through the Division of Nursing & Allied Health. They include:

- EMS 100B CPR (Health Care Provider through the American Heart Association)
- EMS 108B (EMT Basic)
- EMS 112B (EMT Enhanced/intermediate)
- EMT Refresher (not every semester)
- EMT Instructor (not every semester)

EMS courses are offered in a sequential series to prepare individuals with the knowledge and skills to assess and care for patients in an emergency or in an out-of-hospital setting.

EMS 108B and EMS 112B are designed to meet the National Standard Curriculum published by the United States Department of Transportation, National Highway Traffic Safety Administration. Successful completion of these courses provides eligibility for students to take the National Registry Examination for EMT-Basic and EMT Enhanced (Intermediate).

Call ..... 775-445-3296

### Licensed Practical Nurse to ADN

Practical nurses are required to successfully challenge the first year of the nursing program at Western Nevada College. The challenge process is unique to the nursing program and varies from the college's general challenge policy. The process consists of the three steps outlined:

#### Step 1

- Complete all prerequisite courses with a grade of C or better. \*\*
- Complete NURS 200 and NURS 201 or equivalent course/s with a grade of C or better.\*\*
- Hold, or be eligible to hold, a practical nursing license in the State of Nevada. Candidates with a restricted LPN license will be evaluated on an individual basis.

\*\* College science courses have a ten year statute of limitations; NURS 200/201 or equivalent must be repeated if the completed course is older than two years at the time of application.

#### Step 2

Pass the following written National League of Nursing Challenge Examinations with a score of 75 percent or better:

- Foundations of Nursing
- Nursing Care During Childbearing and Nursing Care of the Child

The cost of each challenge examination is \$70. The scores of students who pass the challenge examinations will remain on file for one year from the date of the passage.

#### Step 3

Demonstrate ability to safely perform first and second semester nursing skills in the nursing laboratory. A list of the skills to be demonstrated for each semester is available in the Office of Nursing & Allied Health. Skills will be evaluated on a pass/fail (P/F) basis.

Cost of each semester skill challenge examination is \$100.

Candidates who successfully complete the above three steps are eligible to apply for admission into the nursing program by submitting an application and other required documents to Admission and Records by the required date. Information regarding the admission process may be obtained by accessing the Nursing and Allied Health web site or by contacting the Office of Nursing and Allied Health located in room 110 of the Cedar Building. The telephone number is 775-445-3294.

### Students Requesting Transfer & Re-Admission

A limited number of qualified transfer and readmission students who do not have or who are not eligible for a Nevada LPN license are admitted into the nursing program on a space available basis.

Students who have completed nursing courses more than two years ago but no more than five years ago at the time of application to the nursing program must demonstrate currency of knowledge by passing competency examinations for each course previously completed. A score of 75 percent or more is required for each exam. Nursing courses taken more than five years prior to application will not be accepted.

A student who matriculated into the nursing program may be readmitted one time following a withdrawal/failure. A written request for an exception to the policy for such reasons as medical and military will be considered by Admissions and Records.



# ACADEMIC DEGREES

## OFFICE TECHNOLOGY

### Associate of Applied Science

The Office Technology emphasis is designed for those seeking specific career skills in office environments. Students choose one of two specializations to customize their program: Administrative Assistant or Desktop Publishing. Associate of Applied Science Degree in Office Technology provides office technology courses for traditional college students and transitional employees. The program will prepare students with the necessary skills for entry level employment in a professional business office environment using current software applications. Some courses can transfer to baccalaureate programs as a result of common course numbering.

**Salary:** \$23,700–\$44,600 / year (middle range - Nevada)

**Career Outlook:** Variable; rapid growth in temporary worker agencies

**Good To Know:** Good communication skills critical; use computers heavily; may supervise office staff

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 60 credits

**Program Requirements** 36 Credits

Strongly recommend 40 wpm typing skills for successful degree completion.

ACC 135B*	Bookkeeping I	3
ACC 136B	Bookkeeping II	3
or ACC 201	Financial Accounting	
BUS 101	Introduction to Business	3
CIT 161B	Essentials of Information Security	3
COT 204	Using Windows	3
IS 101	Introduction to Information Systems	3
IS 201	Computer Applications	3

**Choose 3 credits from the following:**

CIT 201B	Word Certification Preparation	1-3
CIT 202B	Excel Certification Preparation	1-3
CIT 203B	Access Certification Preparation	1-3
CIT 204B	PowerPoint Certification Preparation	1-3
CIT 206B	MS Outlook Certification Preparation	1

\* ACC 202 is acceptable in lieu of ACC 135B

### Specialization Requirements

**Choose 12 credits from one of the following two specializations:**

#### ADMINISTRATIVE ASSISTANT

ACC 220	Microcomputer Accounting Systems	3
CIT 205B	MS Project Certification Preparation	1
CIT 206B	MS Outlook Certification Preparation	1
COT 140B	Adobe Acrobat	1
COT 216	Intermediate Word Processing	3
COT 222	Desktop Publishing With Word Processing	3

#### DESKTOP PUBLISHING

CIT 151	Beginning Web Development	3
or GRC 175	Web Design and Publishing I	
COT 222	Desktop Publishing With Word Processing	3
COT 223	Advanced Desktop Publishing	3
GRC 144B	Electronic Layout and Typography	3
or ART 243	Digital Imaging I	
or COT 217B	Office Publications	

### General Education Requirements

24 Credits

English/Communications Requirement (Recommended: BUS 107, BUS 108; must include a writing course)	6
Human Relations Requirement (Recommended: MGT 201, MGT 212, MGT 283)	3
Humanities/Social Science Requirements	3
Mathematics Requirement (Recommended: BUS 109B)	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

### OFFICE TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ACC 135B	3 <input type="checkbox"/>	BUS 109B	3 <input type="checkbox"/>
BUS 101	3 <input type="checkbox"/>	IS 201	3 <input type="checkbox"/>
BUS 107	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Specialization Courses	3 <input type="checkbox"/>
MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
ACC 136B or ACC 201	3 <input type="checkbox"/>	CIT 161B	3 <input type="checkbox"/>
BUS 108	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
CIT 201B, CIT 202B, CIT 203B, CIT 204B or CIT 206B	3 <input type="checkbox"/>	Specialization Courses	3 <input type="checkbox"/>
COT 204	3 <input type="checkbox"/>	Specialization Courses	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	Specialization Courses	3 <input type="checkbox"/>

### OFFICE TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The purpose of the Associate of Applied Science degree in Office Technology is to provide employment-related knowledge and skills necessary to succeed in a chosen field of computer technology and/or applications study.

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they

Know

- practices and procedures required for entry level employment,
- entry level skill set, and
- the theoretical principles relevant to their field of study.

Are able to

- test successfully on competencies required to pass industry standard certification exams
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,
- demonstrate effective communication and computation skills appropriate to the chosen occupational field.

Appreciate and value

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment.



# ACADEMIC DEGREES

## PARALEGAL STUDIES

### *Associate of Applied Science*

The Paralegal Studies program is designed to train students in the legal system, its functions, and the role of the paralegals in the practice of law. Paralegals are members of a legal team who work under the supervision of attorneys. The professional services provided by paralegals have made them a respected addition to the staffs of law firms, corporations, banks, insurance companies and government agencies.

**Salary:** \$35,600–\$47,100 / year (middle range - Nevada)

**Career Outlook:** Faster than average growth through 2014

**Good To Know:** Good research, organizational & analytical skills required

**WNC Academic Division:** For more information about this program of study, please contact the Social Science, Education, Humanities & Public Service Division.

**Total Requirements:** 60 credits

Program Requirements		39 Credits
CRJ 222	Criminal Law and Procedure	3
LAW 101	Fundamentals of Law I	3
LAW 203	Real Property	3
LAW 204	Torts	3
LAW 205	Contracts	3
LAW 206B	Case Analysis	1
LAW 231	Civil Procedure	3
LAW 259	Legal Writing	3
LAW 261	Legal Research I	3
LAW 262	Legal Research II	3
LAW 263	Ethics	2

### Choose 9 credits from the following:

ACC 135B	Bookkeeping I	3
BUS 273	Business Law I	3
COT 202	Introduction to Computer Applications	3
CRJ 164	Principles of Investigation	3
CRJ 225	Criminal Evidence	3
LAW 198B	Special Topics in Law	1-3
LAW 251	Bankruptcy	3
LAW 252	Family Law	3
LAW 255	Probate Procedure	3
LAW 295	Supervised Field Experience	3
Any LAW Course		1-9

### General Education Requirements 21 Credits

ENG 101	Composition I	3
ENG 102	Composition II	3
Human Relations Requirement		3
Mathematics Requirement		3
Science Requirement		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

### PARALEGAL STUDIES Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ENG 101	3 <input type="checkbox"/>	Degree Electives	3 <input type="checkbox"/>
General Education Courses	9 <input type="checkbox"/>	General Education Courses	3 <input type="checkbox"/>
LAW 101	3 <input type="checkbox"/>	LAW 205	3 <input type="checkbox"/>
		LAW 259	3 <input type="checkbox"/>
		LAW 262	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
CRJ 222	3 <input type="checkbox"/>	Degree Electives	6 <input type="checkbox"/>
ENG 102	3 <input type="checkbox"/>	General Education Courses	3 <input type="checkbox"/>
LAW 204	3 <input type="checkbox"/>	LAW 203	3 <input type="checkbox"/>
LAW 206B	1 <input type="checkbox"/>	LAW 231	3 <input type="checkbox"/>
LAW 261	3 <input type="checkbox"/>		
LAW 263	2 <input type="checkbox"/>		

### PARALEGAL STUDIES ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The Associate of Applied Science degree in Paralegal Studies will provide the academic knowledge and skill training necessary for employment in a variety of legal settings, including: law firms, corporations, banks, insurance companies and government agencies. The degree will meet the educational requirements to allow students to take a nationally recognized certifying examination.

**Student Learning Outcomes:** Students who complete the Associate of Applied Science degree in Paralegal Studies are expected to demonstrate that they

1. know procedural and substantive law appropriate for a Paralegal.

2. are able to do the following:

- analyze case law, statutes and regulations;
- demonstrate effective oral and written communication skills;
- demonstrate ability to draft legal documents;
- conduct basic research of current and historical legal issues through use of the law library and computerized legal databases;
- locate newly decided cases and recent trends in the law.

3. have developed an appreciation of the following:

- the role of legal assistants in the legal system;
- the importance of ethics in the legal profession;
- the responsibility of members of the legal profession to society.





# ACADEMIC DEGREES

## PHYSICS

### Associate of Science

The Physics emphasis is designed for students wishing to pursue studies in the field of physics, either as a university major or as preparation for a teaching career.

**Salary:** \$61,600–\$109,500 / year (middle range - Nevada)

**Career Outlook:** Slower than average growth through 2014

**Good To Know:** Graduate degrees required for career advancement and higher salaries

**WNC Academic Division:** For more information about this program of study, please contact the Science, Mathematics & Engineering Division.

**Total Requirements:** 60 – 62 credits

#### Emphasis Requirements

36–38 Credits

CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
MATH 181	Calculus I	4
MATH 182	Calculus II	4
MATH 283	Calculus III	4
MATH 285	Differential Equations	3
PHYS 180	Engineering Physics I	3
PHYS 180L	Engineering Physics I Lab	1
PHYS 181	Engineering Physics II	3
PHYS 181L	Engineering Physics II Lab	1
PHYS 182	Engineering Physics III	3
PHYS 182L	Engineering Physics III Lab	1
PHYS 293	Directed Study	1–3

#### General Education Requirements

24 Credits

English/Communications Requirements	6
Fine Arts Requirements	3
Humanities Requirements (Recommended: CH 201, CH 202)	6
Social Sciences Requirements	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Science can be found on the Associate of Science Degree Requirements page.

Note: CAPS 122 is strongly recommended but not required for graduation. CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122.

### PHYSICS Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
CHEM 121	4 <input type="checkbox"/>	General Education Courses	6 <input type="checkbox"/>
General Education Courses	6 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	PHYS 182	3 <input type="checkbox"/>
PHYS 180	3 <input type="checkbox"/>	PHYS 182L	1 <input type="checkbox"/>
PHYS 180L	1 <input type="checkbox"/>		
Second Semester	Completed	Fourth Semester	Completed
CHEM 122	4 <input type="checkbox"/>	General Education Courses	9 <input type="checkbox"/>
General Education Courses	3 <input type="checkbox"/>	MATH 285	3 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	PHYS 293	1–3 <input type="checkbox"/>
PHYS 181	3 <input type="checkbox"/>		
PHYS 181L	1 <input type="checkbox"/>		

### PHYSICS ASSOCIATE OF SCIENCE Mission & Outcomes

**Mission:** The mission of the Associate of Science degree in Physics is to provide the academic knowledge and skills to meet higher educational goals. The mission as stated for this degree is to place students wishing to pursue studies in the field of physics, either as a university major or as preparation for a teaching career.

**Student Learning Outcomes:** pertinent to this degree are as follows:

1. know the subject matter
2. are able to do the following:
  - write papers which demonstrate research;
  - apply mathematical and analytical problem-solving skills;
  - succeed at their transfer institutions;
3. understand scientific methods and the role of science and technology in society



# ACADEMIC DEGREES

## REAL ESTATE

### *Associate of Applied Science in Business*

The Real Estate emphasis has been designed to prepare students for careers in the real estate sales industry. Career opportunities also exist in commercial banking, escrow services, land planning and zoning, and land development. Approved continuing education credits completed through the Nevada Real Estate Division may be applied toward this degree as real estate electives.

**Salary:** \$25,900–\$67,900 / year (middle range - Nevada agents)

**Career Outlook:** Average growth through 2014

**Good To Know:** About 59 percent of real estate agents are self-employed

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 60 credits

Subject Requirements		24 Credits
ACC 135B	Bookkeeping I	3
& ACC 136B	Bookkeeping II	3
or ACC 201	Financial Accounting	
& ACC 202	Managerial Accounting	
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations For Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership & Human Relations	
or MGT 283	Introduction to Human Resources Management	
BUS 273	Business Law I	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
IS 101	Introduction to Information Systems	3

Emphasis Requirements		18 Credits
RE 101	Real Estate Principles I	3
RE 103	Real Estate Principles II	3
RE 104	Real Estate Law & Conveyancing	3
RE 199	Real Estate Investments	3
RE 206	Real Estate Appraising	3
Elective: Any real estate course		3

General Education Requirements		18 Credits
English/Communications Requirement		
(Recommended: BUS 107 & BUS 108; must include a writing course)		6
Mathematics Requirement		
(RE 102B, BUS 109B or higher level mathematics course)		3
Science Requirement		6
U.S. and Nevada Constitution Requirements		3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

Note: Real Property Managers need 24 hours of approved continuing education in addition to licensing and state exam.

### REAL ESTATE Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
ACC 135B or ACC 201	3 <input type="checkbox"/>	BUS 107	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	RE 104	3 <input type="checkbox"/>
ECON 102 or ECON 103	3 <input type="checkbox"/>	RE 206	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	RE 102B or BUS 109B	3 <input type="checkbox"/>
RE 101	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
ACC 136B or ACC 202	3 <input type="checkbox"/>	BUS 108	3 <input type="checkbox"/>
BUS 273	3 <input type="checkbox"/>	RE 199 or RE 202	3 <input type="checkbox"/>
COT 202 or IS 201	3 <input type="checkbox"/>	RE 201B	3 <input type="checkbox"/>
MGT 201, MGT 212 or		Science Course	3 <input type="checkbox"/>
MGT 283	3 <input type="checkbox"/>	U.S./Nevada Constitution	3 <input type="checkbox"/>
RE 103	3 <input type="checkbox"/>		

## REAL ESTATE LICENSING PROGRAM

These licensing programs fulfill the minimum course requirements needed to be eligible to take the Nevada Real Estate Sales and/or Broker examination and the Residential Appraisers License examination. For additional information, please contact the State of Nevada Real Estate Commission.

**WNC Academic Division:** For more information about these programs of study, please contact the Business Division.

## REAL ESTATE

### *Sales License State of Nevada*

**Total Requirements:** 6 credits

Requirements		6 Credits
RE 101	Real Estate Principles I	3
RE 103	Real Estate Principles II	3

## REAL ESTATE

### *Broker License State of Nevada*

**Total Requirements:** 64 credits

Requirements		64 Credits
RE 101	Real Estate Principles I	3
RE 103	Real Estate Principles II	3
RE 201B	Real Estate Brokerage	3
RE 206	Real Estate Appraising	3
General Electives		37
Real Estate, Business or Economics Electives		15

## REAL ESTATE - RESIDENTIAL

### *Appraiser Apprentice License State of Nevada*

**Total Requirements:** 7 credits

Requirements		7 Credits
RE 101	Real Estate Principles I	3
or RE 103	Real Estate Principles II	
RE 198B	Special Topics	1
RE 206	Real Estate Appraising	3



## ACADEMIC DEGREES

### RETAIL MANAGEMENT

#### *Certificate of Achievement*

Western Nevada College offers a 30-credit Certificate of Achievement in Retail Management to prepare students for a career in the retail business. A retail management career incorporates buying, merchandising, promotion, management, operations, finance and computer applications. Required classes for the Retail Management Certificate of Achievement are in business and business communications, accounting, information systems, management and marketing, and many serve as a ladder to business degrees. The WNC program provides students an opportunity to earn a relevant certificate, and the classes required are also required for associate degrees. Most are also transferable to four-year colleges. The certificate may particularly benefit employees interested in moving up to supervisory and management positions.

**Salary:** \$31,700–\$101,600 / year (middle range - Nevada)

**Career Outlook:** Slower than average growth through 2014

**Good To Know:** Career incorporates buying, merchandising, promotion, management, operations, finance & computer applications

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

#### **Total Requirements:** 30 credits

<b>Core Requirements</b>		21 Credits
ACC 135B	Bookkeeping I	3
or ACC 201	Financial Accounting	
BUS 110B	Human Relations For Employment	3
or BUS 112B	Customer Service	
COT 202	Introduction to Computer Applications	3
or IS 101	Introduction to Information Systems	
or IS 201	Computer Applications	
MGT 201	Principles of Management	3
or MGT 235	Organizational Behavior	
or MGT 283	Introduction to Human Resources Management	
MGT 212	Leadership & Human Relations	3
MKT 127	Introduction to Retailing	3
MKT 210	Marketing Principles	3

#### **General Education Requirements** 9 Credits

English/Communications Requirements

(Recommended: BUS 107, BUS 108; must include a writing course) 6

Mathematics Requirement (Recommended: BUS 109B) 3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.



## ACADEMIC DEGREES

### SURGICAL TECHNOLOGY

#### *Certificate of Achievement*

The Surgical Technology Certificate of Achievement program is intended for the student seeking a career as a surgical technologist. It is designed to be completed over two consecutive academic semesters after admission into the program. The program is accredited by the Commission on Accreditation of Allied Health Education Programs. Upon completion of the program, students will be eligible to take the National Certification Examination for Surgical Technology. Classroom and laboratory experiences include instruction and practice in operating room techniques, infection prevention and control, and basic care of surgical patients in the operating room. Clinical learning includes supervised, hands-on surgical experiences in scrubbing for a variety of surgical procedures.

#### Selective Admission Requirements

- Apply for admission to WNC and the Surgical Technology program.
- Submit a high school transcript showing graduation date or documentation of successful completion of the General Education Development (GED) exam.
- Complete all prerequisite courses prior to admission into the program. Note: science courses must be completed within the last 10 years.
- Submit completed application with supporting documents and required transcripts, as appropriate, to Admissions and Records in the time frame delineated on the Surgical Technology program application.

A limited number of qualified students are admitted into the program utilizing specified selection criteria. See the WNC web site at [www.wnc.edu](http://www.wnc.edu).

A point system is utilized to make decisions regarding admission of applicants. All applicants will be evaluated in two areas following the criteria outlined on this page. Admission will be offered to the applicants on the list with the highest points. Applicants not selected must reapply for consideration.

Questions regarding the admission process should be directed to Admissions and Records, 775-445-3277.

#### Additional Information

- Learning activities are scheduled on and off campus during days, evenings and weekends including but not limited to Carson City, Reno, Lake Tahoe and Fallon. Students are required to provide their own transportation.
- Clinical experiences take place in acute care hospital and same day surgery centers.
- Documentation and currency of the following is required after acceptance into the Surgical Technology program and prior to the start of classes:
  1. Submission of an acceptable physical examination and required immunizations and tests;
  2. Health Care Provider/BLS CPR certification from the American Heart Association or the Red Cross (card required);
  3. Major medical health insurance (card required);
  4. A minimum grade of C is required in all prerequisite and corequisite courses.
  5. A minimum grade of C is required in all SRGT courses.
  6. It is anticipated that background checks will be required by hospitals and surgery centers starting in the fall of 2008.

Employment opportunities for the graduate of the Surgical Technology program are excellent. Positions are available in hospitals and ambulatory surgical centers in the Reno, Carson City, Fallon and Lake Tahoe areas.

#### SURGICAL TECHNOLOGY CERTIFICATE OF ACHIEVEMENT

##### Mission and Outcomes

**Student Learning Outcomes:** Upon completion of the program the graduate will demonstrate the ability to:

1. Integrate and value knowledge derived from the bio/psycho/social sciences, humanities and surgical technology while providing surgical care to patients in a variety of health care settings under the direction of a registered nurse;
2. Practice within the legal and ethical standards for Level I surgical technologist;
3. Use communication techniques appropriate to the setting;
4. Achieve the Level I competencies identified by the Association of Surgical Technologists by demonstrating:
  - a. knowledge and practice of basic patient care concepts;
  - b. application of the principles of asepsis in a knowledgeable manner that provides for optimal patient care in the operating room;
  - c. basic surgical case preparation skills;
  - d. the ability to perform the role of first scrub on all basic surgical cases;
  - e. responsible behavior as a health care professional

#### Admission/Selection Criteria

Maximum Points Possible (in parentheses)

Anatomy & Physiology	2.0-2.49	2.5-3.0	3.1-3.49	3.5-4.0
Points Awarded	(2)	(4)	(6)	(8)

GPA for English, Math & Human Relations courses

	2.0-2.49	2.5-3.0	3.1-3.49	3.5-4.0
Points Awarded	(1)	(2)	(3)	(4)

\* Students must complete all prerequisite and corequisite courses with a minimum grade of "C."



**ACADEMIC DEGREES****SURGICAL TECHNOLOGY***Certificate of Achievement***Salary:** \$36,700–\$47,600 / year (middle range - Nevada)**Career Outlook:** Faster than average growth through 2014**Good To Know:** Technologists advance by specializing in a particular area of surgery**WNC Academic Division:** For more information about this program of study, please contact the Nursing and Allied Health Division.**Total Requirements:** 39 – 43 credits**Prerequisite Courses** 10 Credits

BIOL 223	Human Anatomy and Physiology I	4
or BIOL 200	Elements of Human Anatomy & Physiology	
& BIOL 204	Elements of Human Anatomy & Physiology Lab	
ENG 101	Composition I	3
MATH 120	Fundamentals of College Mathematics	3
or MATH 126	Precalculus I	

**Corequisite Courses Requirements** 3–7 Credits

BIOL 224	Human Anatomy and Physiology II	0–4
(Only if BIOL 224 taken as a prerequisite)		

**Human Relations Requirement****Choose one course from the following:**

ANTH 101	Introduction to Cultural Anthropology	3
BUS 110B	Human Relations For Employment	3
PSY 101	General Psychology	3
PSY 102	Psychology of Personal/Social Adjustment	3
PSY 280	Understanding Men and Women	3
SOC 101	Principles of Sociology	3
SOC 102	Contemporary Social Issues	3

**Subject Requirements** 26 Credits

SRGT 100B	Foundations of Surgical Technology	2.5
SRGT 102B	Sterilization and Disinfection	2.5
SRGT 104B	Operating Room Techniques	4
SRGT 110B	Preparation of the Surgical Patient	2.5
SRGT 111B	Surgical Procedures	5.5
SRGT 132B	Surgery Clinical Practice	9

Note: BIOL 223 and 224 must be completed at the same institution if taken outside of Nevada System of Higher Education institutions.



# ACADEMIC DEGREES

## WEB TECHNOLOGY

### Associate of Applied Science

The Web Technology emphasis is designed for students seeking specific career skills in web environments. Students choose one of four specializations to customize their program: Web Administration, Web Design, Web Programming, or Transfer Option.

**Salary:** \$44,500–\$72,300 / year (middle range - Nevada)

**Career Outlook:** High demand through 2014

**Good To Know:** About 24 percent of webmasters & data communications analysts are self-employed

**WNC Academic Division:** For more information about this program of study, please contact the Business Division.

**Total Requirements:** 60 credits

**Degree Core Requirements** 36 Credits

CIT 129	Introduction to Programming	3
CIT 151	Beginning Web Development	3
or GRC 175	Web Design and Publishing I	
CIT 152	Web Script Language Programming	3
CIT 161B	Essentials of Information Security	3
CIT 260	Systems Analysis and Design I	3
IS 101	Introduction to Information Systems	3
IS 201	Computer Applications	3
CIT/COT/IS Course		3

### Specialization Requirements

**Choose 12 credits from one of the following four specializations:**

#### WEB ADMINISTRATION

CIT 220B	E-commerce on the Web	3
CIT 255	Web Server Administration I	3
CIT 256	Web Server Administration II	3
CIT 290	Internship in Computer Information Technology	3-6
or CIT 295B	Specialty Related Capstone Project	3

#### WEB DESIGN

CIT 157B	Graphics For the Web	3
CIT 251	Advanced Web Development	3
CIT 290	Internship in Computer Information Technology	3-6
or CIT 295B	Specialty Related Capstone Project	3
GRC 188	Web Animation and Interactivity I	3

#### WEB PROGRAMMING

CIT 180	Database Concepts and SQL	3
CIT 251	Advanced Web Development	3
CIT 252	Web Database Development	3-6
CIT 290	Internship in Computer Information Technology	3
or CIT 295B	Specialty Related Capstone Project	

#### CUSTOMIZED OPTION

Students may take 12 credits in this option, depending on the requirements of the four-year transfer institution. Prior department approval required. More than 12 credits may be required.

### General Education Requirements

24 Credits

English/Communications Requirement (Recommended: BUS 107; must include a writing course)	6
Human Relations Requirement (Recommended: MGT 201, MGT 212, MGT 283)	3
Humanities/Social Science Requirements	3
Mathematics Requirement (Recommended: BUS 109B)	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

*\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.*

### WEB TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The purpose of the Web Technology degree is to offer an Associate of Applied Science degree to prepare students with the necessary skills for entry-level employment in Web-based occupations. In addition, many of the courses can transfer to baccalaureate programs in Web technology and related fields.

**Student Learning Outcomes:** Students who complete programs in occupational areas are expected to demonstrate that they

Know

- practices and procedures required for entry level employment,
- entry level skill set, and
- the theoretical principles relevant to their emphasis.

Are able to

- test successfully on competencies required to pass industry standard certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement, and
- demonstrate effective communication and computation skills appropriate to the chosen occupational field.

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment.



**ACADEMIC DEGREES****WEB ADMINISTRATION Suggested Course Sequence**

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	CIT 201B & 202B & 203B	3 <input type="checkbox"/>
CIT 129	3 <input type="checkbox"/>	(1 credit each)	3 <input type="checkbox"/>
CIT 151 or GRC 175	3 <input type="checkbox"/>	CIT 220B	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	CIT 255	3 <input type="checkbox"/>
MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
		U.S./Nevada Constitutions	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3 <input type="checkbox"/>	BUS 109B	3 <input type="checkbox"/>
CIT 152	3 <input type="checkbox"/>	CIT 256	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	CIT 290 or CIT 295B	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>

**WEB DESIGN Suggested Course Sequence**

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	CIT 157B	3 <input type="checkbox"/>
CIT 129	3 <input type="checkbox"/>	CIT 251	3 <input type="checkbox"/>
CIT 151 or GRC 175	3 <input type="checkbox"/>	GRC 188	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>	U.S./Nevada Constitutions	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3 <input type="checkbox"/>	BUS 109B	3 <input type="checkbox"/>
CIT 152	3 <input type="checkbox"/>	CIT 201B & 202B & 203B	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	(1 credit each)	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	CIT 290 or CIT 295B	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
		Science Course	3 <input type="checkbox"/>

**WEB PROGRAMMING Suggested Course Sequence**

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	CIT 180	3 <input type="checkbox"/>
CIT 129	3 <input type="checkbox"/>	CIT 201B & 202B & 203B	3 <input type="checkbox"/>
CIT 151 or GRC 175	3 <input type="checkbox"/>	(1 credit each)	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	CIT 251	3 <input type="checkbox"/>
MGT 201, MGT 212 or MGT 283	3 <input type="checkbox"/>	Humanities/Social Science Course	3 <input type="checkbox"/>
		U.S./Nevada Constitutions	3 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3 <input type="checkbox"/>	BUS 109B	3 <input type="checkbox"/>
CIT 152	3 <input type="checkbox"/>	CIT 252	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	CIT 290 or CIT 295B	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	Degree Electives	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## WELDING TECHNOLOGY

*Associate of Applied Science*

The Welding Technology program is a preparation program which offers students competencies to prepare for code exams. This allows students with varying degrees of competencies to enter the program and progress at their own pace. Students are encouraged to obtain as many lab hours as possible to ensure their skill development.

**Salary:** \$20,500–\$50,900 / year (middle range - Nevada)

**Career Outlook:** Average or slightly slower growth through 2014

**Good To Know:** Certification required for many jobs

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 63 credits

Program Requirements		39 Credits
DFT 100	Basic Drafting Principles	3
WELD 211	Welding I	3
WELD 212B	Welding I Practice	2
WELD 221	Welding II	3
WELD 222B	Welding II Practice	2
WELD 231B	Welding III	3
WELD 232B	Welding III Practice	2
WELD 241B	Welding IV	3
WELD 242B	Welding IV Practice	2
WELD 250B	Welding Certification Preparation	1–12

### Program Electives

**Choose 4-11 credits from the following:**

ET 131B	Electronics I	3
MTT 105B	Machine Shop I	3
or WELD 151B	Metallurgy I	
WELD 224B	Welding Projects	1–6
WELD 290B	Internship in Welding	1–4
WELD Related Welding courses		1-3

### General Education Requirements

24 Credits

English/Communications Requirement	6
(Recommended: BUS 107 & BUS 108; must include a writing course)	
Human Relations Requirement (Recommended: BUS 110B)	3
Humanities/Social Science Requirements	3
Mathematics Requirement	3
Science Requirement	6
U.S. and Nevada Constitution Requirements	3

\* A list of all courses filling general education requirements for the Associate of Applied Science can be found on the Associate of Applied Science Degree Requirements page.

## WELDING TECHNOLOGY

*Certificate of Achievement*

**WNC Academic Division:** For more information about this program of study, please contact the Technology Division.

**Total Requirements:** 30 credits

Subject Requirements		18 Credits
WELD 211	Welding I	3
WELD 212B	Welding I Practice	2
WELD 221	Welding II	3
WELD 222B	Welding II Practice	2
WELD 250B	Welding Certification Preparation	6
Metals Elective		2

### General Education Requirements

12 Credits

English/Communications Requirements	6
(Recommended: Must include a writing course)	
Human Relations Requirement (Recommended: BUS 110B)	3
Mathematics Requirement	3

\* A list of all courses filling general education requirements for the Certificate of Achievement can be found on the Certificate of Achievement Degree Requirements page.

### WELDING TECHNOLOGY Suggested Course Sequence

First Semester	Completed	Third Semester	Completed
BUS 107	3 <input type="checkbox"/>	DFT 100	3 <input type="checkbox"/>
Mathematics Course	3 <input type="checkbox"/>	Science Course	3 <input type="checkbox"/>
MTT 105B	3 <input type="checkbox"/>	WELD 231B	3 <input type="checkbox"/>
Science Course	3 <input type="checkbox"/>	WELD 232B	2 <input type="checkbox"/>
WELD 211	3 <input type="checkbox"/>	WELD 250B	3 <input type="checkbox"/>
WELD 212B	2 <input type="checkbox"/>	WELD 290B	2 <input type="checkbox"/>
Second Semester	Completed	Fourth Semester	Completed
BUS 108	3 <input type="checkbox"/>	BUS 110B	3 <input type="checkbox"/>
Humanities/Social Science Course	3 <input type="checkbox"/>	U.S./Nevada Constitutions	3 <input type="checkbox"/>
WELD 221	3 <input type="checkbox"/>	WELD 241B	3 <input type="checkbox"/>
WELD 222B	2 <input type="checkbox"/>	WELD 242B	2 <input type="checkbox"/>
WELD 224B	3 <input type="checkbox"/>	WELD 250B	3 <input type="checkbox"/>
		WELD 290B	2 <input type="checkbox"/>

### WELDING TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

#### Mission & Outcomes

**Mission:** The mission of the Associate of Applied Science degree in Welding Technology is to provide employment-related knowledge and skills necessary to succeed in the welding field.

**Student Learning Outcomes:** Students who complete an Associate of Applied Science in Drafting Technology will be able to demonstrate:

- knowledge of the subject matter appropriate to the welding technology.
- Are able to do the following:
- acquire skills and perform tasks necessary for employment for a career enhancement in the welding field,
  - present themselves effectively to a potential employer,
  - effective communication and computation skills appropriate to the welding field, and
  - utilize appropriate resources to remain current in the welding field.





## SPECIAL ACADEMIC PROGRAMS

### CERTIFICATION & LICENSING PREPARATION

Certification and licensing preparation programs are designed to prepare students to take state or other certified licensing exams or to enhance workforce skills. Topics include:

- Construction Technology, Certified Inspector of Structures
- Customer Service
- Microsoft Certified Desktop Support Technician (MCDST)
- Microsoft Certified Systems Administrators (MCSA)
- Microsoft Certified Systems Engineers (MCSE)
- Real Estate, Broker License
- Real Estate, Sales License
- Real Estate - Residential, Appraiser Apprentice License

### CONTINUING EDUCATION PROGRAMS

The college offers a number of programs and services through Continuing Education to help WNC students, graduates and employers. Services include:

#### COMMUNITY EDUCATION

Community Education offers non-credit, self-supporting, classes and events that enrich the cultural, social, and recreational life of the community. These may include special interest courses, field trips and workshops.

The department also sponsors College for Kids, an educational enrichment program to challenge youth.

Carson.....	775-445-4268
Fallon & Rural Centers.....	775-423-5847
Douglas.....	775-782-2413

#### WORKFORCE DEVELOPMENT CENTER

The Workforce Development of Western Nevada College is dedicated to providing educational opportunities and training solutions for business, industries and government or non-profit agencies within its vast service area. Assessment, instruction and evaluation are essential components of WNC's programs that include topics such as supervisory training, industrial safety and customer service. Education and training for credit or non-credit can be delivered on-site at the organization or at WNC campuses in Carson City, Fallon or Minden or at the instructional centers in Fernley, Hawthorne, Lovelock, Smith or Yerington.

Carson & Douglas.....	775-445-4458
Fallon.....	775-423-5847

**[www.wnc.edu/etc](http://www.wnc.edu/etc)**

### NEW DRIVER TRAINING

#### CLASSROOM COURSE

New drivers can prepare for the challenges of driving (and driver license testing) in the Western Nevada College Driver Training Program. The non-credit course meets for 30 hours of classroom training, and is open to students ages 15 and over.

Call.....	775-445-4458
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**[www.wnc.edu/drivertraining/](http://www.wnc.edu/drivertraining/)**

### CORRECTIONAL EDUCATION

WNC offers classes leading to the completion of degrees and certificate programs to incarcerated students housed in Nevada State Prison facilities within its service area. Courses leading to the Associate of General Studies degree, the Associate of Arts degree, various occupational certificates and degrees are conducted at the Nevada State Prison, Warm Springs Correctional Center, Northern Nevada Correctional Center, Lovelock Correctional Center and Silver Springs Correctional Center.

Call.....	775-445-4282
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### INDUSTRIAL TECHNOLOGY PROGRAM

WNC offers a program designed primarily for those trade and industry students transferring to a university for a teacher education degree. It specializes in the occupational fields such as automotive, welding, electronics, drafting, wood, machine tool, and construction.

Call ..... 775-445-4466

### PUBLIC SAFETY TELECOMMUNICATOR

#### *(9-1-1 Dispatch Training)*

WNC offers a 12-credit, semester-long program each spring to prepare individuals to enter the rewarding field of 9-1-1 dispatching. They must be 18 years old, possess a high school diploma or equivalent, and be able to type 40 WPM corrected. Forty hours of internship in a dispatch center is also required.

Call ..... 775-445-4408

### TEACHER EDUCATION PROGRAM

WNC offers introductory courses in teacher education that can transfer to universities or colleges that offer a bachelor's degree in education including the University of Nevada, Reno and/or Nevada State College. These courses offer students a chance to explore a career in education. Successful completion of this set of courses prepares individuals to transfer with the emerging skills to thrive in a four-year program. Outcomes and performance-based assessments include portfolios and lesson plan presentations. Through a well-established partnership with local schools, field experiences are an integral and early part of all teacher preparation courses so that students can begin honing their skills in an authentic setting. These courses can also be used to gain a substitute license or by paraprofessionals needing to qualify under "No Child Left Behind" legislation.

Students can transfer to NSC for elementary education or to UNR to pursue a bachelor's degree and certification in:

- Elementary Education
- Special Education/Dual (SPED/Elem)
- Secondary Education (Middle/High School)

WNC also offers professional development and recertification classes for practicing teachers in such areas as methods, teaching the gifted, classroom management techniques, and technology. WNC is committed to the effort of providing high quality teachers for their service area.

### WESTERN NEVADA STATE PEACE OFFICER ACADEMY

WNC offers a 30-week, 33.5 credit program to prepare students for careers in law enforcement. The academy begins each January and meets all Nevada and POST certification requirements.

Graduates will enhance their employability in attaining positions that require Category I, II or III peace officer certifications for police and sheriffs, investigators, parole and probation officers, bailiffs and jailers.

Call ..... 775-445-4408

**[www.wnc.edu/conted/post.php](http://www.wnc.edu/conted/post.php)**





**WNC CARSON CITY**  
2201 West College Parkway  
Carson City, NV 89703  
775-445-3000

**WNC DOUGLAS**  
1680 Bently Parkway South  
Minden, NV 89423  
775-782-2413

**WNC FALLON**  
160 Campus Way  
Fallon, NV 89406  
775-423-7565

[www.wnc.edu](http://www.wnc.edu)